

DICKINSON COUNTY BOARD OF COMMISSIONERS
REGULAR BOARD MEETING
Monday, April 26, 2021 - 6:00 p.m.
Courthouse - Circuit Courtroom

AGENDA

1. Call to Order.
2. Pledge of Allegiance to the Flag.
3. Roll Call by Clerk, announcement of Quorum.
4. Accept Agenda and stipulate additions, if any.
5. Approval of meeting minutes:

Regular – April 12th
Parks – April 15th
Finance – April 15th

6. **COMMUNICATIONS AND LEGISLATION:**

- A. Citizens' Time: (Limited to five minutes per person)
- B. Resolutions and Legislation – Commissioner Stevens
 1. *Approve/Deny*: Resolution 2021-10: Supporting Passage of Legislation to Adopt 4-Year Terms for County Commissioners.
 2. *Approve/Deny*: Resolution 2021-11 Supporting of the State of Michigan to Fulfill Its Statutory Obligations with Regard to State Revenue Sharing Payment Amounts.

7. **REPORTS OF STANDING COMMITTEES:**

- A. **Finance Committee** – Finance Chairperson Kramer
 1. *Approve/Deny*: The independent cyber assessment by CyberForce in the amount of not to exceed \$10,000 for Dickinson County. CyberForce is a sanctioned MiDeals vendor with the State of Michigan.
 2. *Approve/Deny*: The check register from April 12, 2021 through April 22, 2021 in the amount of \$815,564.63.
- B. **A-95 Review** – Commissioner Kramer
- C. **Six County Employment Alliance** – Commissioner Stevens
- D. **Planning and Zoning Committee** – Commissioner Kramer
- E. **DHHS / DICSА** – Commissioner Kramer
 1. *Approve/Deny*: The second quarter payment request from DICSА in the amount of \$69,066.00.
 2. DICSА meeting minutes of March 11th.

2. Northpointe meeting minutes of January 7th.
3. Northpointe meeting minutes of January 14th
4. Northpointe meeting minutes of January 21st
5. Northpointe meeting minutes of February 4th.
6. Northpointe meeting minutes of February 18th.
7. Northpointe meeting minutes of March 4th.

H. **Pinecrest** – Commissioner Degenauer

I. **Equalization Committee** – Commissioner Degenauer

1. *Approve/Deny*: 2021 Equalization Report
2. *Approve/Deny*: The service contract between Dickinson County and Colligo GIS/Coleman Engineering in the amount of \$5,000 for GIS services retroactive from January 1, 2021 through December 31, 2021 and continued data and web maintenance from January 1, 2022 through December 31, 2024 for a lump sum of \$3,600.

J. **Building & Supply/Real Estate-Remodeling** – Commissioner Degenauer

1. *Approve/Deny*: The purchase a replacement door and electronic security hardware for the Courthouse Employee Exit only door from Laforce in the amount of \$3,624.75.
2. *Approve/Deny*: The Quote from MBM Construction Co. in the amount of \$6,889.00 for labor and materials to remove existing door and frame and install owner supplied door, frame and hardware. Price includes demo, installation of new blocking to fasten frame, grouting of frame, remove existing asphalt and pour new concrete under threshold. Remove and reinstall existing trim, painting of door and frame and all temporary framing and plywood for opening.

K. **Public Safety and Judiciary** – Commissioner Wender

L. **Parks Committee** – Commissioner Stevens

1. *Approve/Deny*: The amount of \$3,000 to be contributed towards the 2021 efforts to combat the spread of Eurasian Water Milfoil in Lake Antoine as requested by the Lake Antione Association.

M. **Airport Committee** – Commissioner Wender

1. *Approve/Deny*: The hangar sale between CVK Energy Services, Inc. and Kubick Aviation Services, Inc.

N. **Fair Board** – Commissioner Degenauer

1. *Approve/Deny*: The Dickinson County Fair Board to receive compensation in the amount of \$10,850.00 from Dickinson County to cover the in-kind cost of building rental for the COVID Vaccine Clinics administered by the Dickinson-Iron Health Department.
2. Fair Board meeting minutes of April 6th.
3. Fair Board finance meeting minutes of April 6th.

3. Library meeting minutes of February 9th.

P. Employee Relations - Commissioner Degenauer

1. *Approve/Deny:* The reclassification of Chief Deputy Clerk from a paygrade 11 to a paygrade 12 as recommend through the Compensation and Classification Study of the Dickinson County Clerk's Office conducted by MGT.
2. *Approve/Deny:* The reclassification of Chief Deputy Register of Deeds from a paygrade 9 to a paygrade 12 as recommend through the Compensation and Classification Study of the Dickinson County Clerk's Office conducted by MGT.
3. *Approve/Deny:* The reclassification of Circuit Court Clerk from a paygrade 7 to a paygrade 10 as recommend through the Compensation and Classification Study of the Dickinson County Clerk's Office conducted by MGT.
4. *Approve/Deny:* The reclassification of Deputy Clerk from a paygrade 6 to a paygrade 8 as recommend through the Compensation and Classification Study of the Dickinson County Clerk's Office conducted by MGT.
5. *Approve/Deny:* The reclassification of Deputy Register of Deeds from a paygrade 6 to a paygrade 8 as recommend through the Compensation and Classification Study of the Dickinson County Clerk's Office conducted by MGT.
6. *Approve/Deny:* On Call Pay in the amount of \$8.00 per day for the Courthouse, Grounds and Park Supervisor and the full-time employees in that department. On call pay is to follow contract language in the GELC Union Contract. On call pay will start as of April 30, 2021.
7. *Approve/Deny:* The Park Office/Store Manager job description.
8. *Approve/Deny:* The hiring of a Park Office/Store Manager for Lake Antoine Park at an hourly rate of \$13.50 per hour.
9. *Approve/Deny:* The request by the Dickinson County Treasurer to have MGT Consulting complete a "Compensation and Classification Study of Selected Positions" in the Dickinson County Treasurer's Department.

Q. Dickinson County Hospital Committee – Commissioner Stevens

1. Update from Chuck Nelson, DCHS CEO and Margaret Minerick, DCHS Board
2. DCHS meeting minutes of December 17, 2020.
3. DCHS meeting minutes of January 28th.
4. DCHS meeting minutes of February 25th.

R. Dickinson County Road Commission – Commissioner Wender

S. Construction Code Commission – Commissioner Degenauer

T. Bay West Advisory Committee - Commissioner Degenauer

U. Veterans' Affairs Committee – Commissioner Stevens

9. **PETITIONS AND NEW BUSINESS:** - Commissioner Stevens

A. Make the following appointments:

- | | |
|--|---|
| 1. BROWNFIELD REDEVELOPMENT AUTHORITY -
Three-three year terms to expire 7/31/2024 | Applicants: Dennis Baldinelli |
| 2. ROAD COMMISSION -
One-three year term to expire 4/30/2024
One-partial term to expire 04/30/2023 | Applicants: Dale Johnson
Quintin Olson |
| 3. FUMEE LAKE COMMISSION -
Two-three year terms to expire 7/14/2024
One-partial term to expire 7/14/2023 | Applicants: Robert Doecker |
| 4. NORTHPOINTE BEHAVIORAL HEALTHCARE -
One-partial term to expire 3/21/2022 | Applicants: None. |
| 5. LIBRARY BOARD -
One-partial term to expire 12/31/2024 | Applicants: Wanda Khor |
| 6. PLANNING COMMISSION -
One-partial term to expire 2/28/2023
Two-partial terms to expire 2/28/2024 | Applicants: None |
| 7. VETERAN'S AFFAIR BOARD -
Two-partial terms to expire 12/31/2024 | Applicants: Tyler Wittock
Dylan Bolander |

SOLID WASTE MANAGEMENT PLANNING COMMITTEES

- | | |
|---|-------------------------------|
| 8. SOLID WASTE MANAGEMENT INDUSTRY -
Two- partial terms to expire 6/1/2022 | Applicants: None |
| 9. ENVIRONMENTAL INTEREST GROUP -
One-partial term to expire 6/1/2022 | Applicants: Amber Butterfield |
| 10. REGIONAL PLANNING COMMISSION -
One-partial term to expire 6/1/2022 | Applicants: None |
| 11. GENERAL PUBLIC -
One-partial term to expire 6/1/2022 | Applicants: None |

B. *Approve/Deny:* Design-Build Agreement for the Pine Mountain Ski Jump Elevator Project at a cost not to exceed \$19,500.00

C. *Approve/Deny:* Dickinson County Policies and Procedures for Federal Award Administration.

D. *Approve/Deny:* The Memorandum of Understanding between the Wild River Invasive Species Coalition and Dickinson County.

E. *Approve/Deny:* The Courthouse and Correctional Center elevator annual maintenance service contract from Otis Elevator in the amount of \$3,590.76

10. Accept Committee Reports and Correspondence and Place on File.

11. Controller's Report.

Join Zoom Meeting

<https://us02web.zoom.us/j/87170155842?pwd=VEUrY0djMVk5dHcrWHM3NWYvZkR2Zz09>

Meeting ID: 871 7015 5842

Passcode: 792215

Dial by your location

+1 312 626 6799

Meeting ID: 871 7015 5842

Passcode: 792215

DICKINSON COUNTY BOARD OF COMMISSIONERS
REGULAR BOARD MEETING
Monday, April 12, 2021 - 6:00 p.m.
Courthouse - Circuit Courtroom

1. The meeting was called to Order by Chairperson Wender at 6:00 PM.
2. Pledge of Allegiance to the Flag of the United States of America was said by all.
3. Roll Call was taken by County Clerk Carol Bronzyk and a quorum was present.
Present: Chairperson Henry Wender, Vice Chairperson Barb Kramer and Commissioners John Degenauer, Joe Stevens and Ann Martin, (5)
Absent: None
Also Present: Controller Brian Bousley, County Clerk Carol Bronzyk, Prosecutor Lis Richards and Sheriff Scott Rutter.
4. Motion by Commissioner Stevens seconded by Commissioner Kramer to accept the agenda as written.
All Ayes, Motion Carried.
5. Motion by Commissioner Degenauer seconded by Commissioner Martin to approve the following meeting minutes:
Finance – March 18th
Regular – March 22nd
All Ayes, Motion Carried.
6. **COMMUNICATIONS AND LEGISLATION:**
 - A. Citizens' Time (Limited to five minutes per person)
Chairperson Wender opened the floor the Citizens Time and there was no participation.
 - B. Northpointe Presentation
A Presentation by Bionca Nattiel and Beth Hellman was put forth for the Board in regards to the new TFCO Therapeutic Foster Homes.
 - C. Resolutions and Legislation – Commissioner Martin-None
7. **REPORTS OF STANDING COMMITTEES:**
 - A. Finance Committee – Finance Chairperson Kramer
 1. Motion by Commissioner Kramer seconded by Commissioner Degenauer to approve the monthly bills from the March 18th finance meeting in the amount of \$1,502,363.47.
Roll Call Vote: Commissioners:
Kramer Aye
Martin Aye
Stevens Aye
Wender Aye
Degenauer Aye Motion Carried.
 2. Motion by Commissioner Kramer seconded by Commissioner Martin to approve the Check Register from March 22nd through April 8th, 2021 in the amount of \$3,710,100.88.
Roll Call Vote: Commissioners:
Martin Aye
Stevens Aye
Wender Aye
Degenauer Aye
Kramer Aye Motion Carried
Several of the Commissioners would like to see more information on the register, for example what charge is for.

- E. **DHHS / DICS**A – Commissioner Kramer-None
- F. **Dickinson-Iron Health Department** – Commissioner Stevens-None
- G. **Northpointe** – Commissioner Martin
Commissioner Martin stated there is a new Chairperson Robert Robarge and Vice Chair is now Mary Negro.
- H. **Pinecrest** – Commissioner Degenauer
Commissioner Degenauer stated problems are being resolved there. Administrator and the secretary have resigned and they are working on a turnaround.
- I. **Equalization Committee** – Commissioner Degenauer-None
- J. **Building & Supply/Real Estate-Remodeling** – Commissioner Degenauer-None
- K. **Public Safety and Judiciary** – Commissioner Wender
 - 1. Motion by Commissioner Degenauer seconded by Commissioner Stevens to approve the Leave of Absence request from Matthew Eisenreich as he will be attending the Northern Michigan University Regional Police Academy from May 3, 2021 through August 23, 2021. All Ayes, Motion Carried
 - 2. Motion by Commissioner Degenauer seconded by Commissioner Kramer to approve the Sheriff to hire a full-time Road Patrol Deputy due to a resignation. All Ayes, Motion Carried.
 - 3. Sheriff's office monthly report for March is in the packets.

Prosecutor Richards stated that her office has been very busy. March saw the highest number of reports received since she has been there.
- L. **Parks Committee** – Commissioner Stevens
 - 1. Motion by Commissioner Stevens seconded by Commissioner Kramer to approve the request from the Rotary Club of Iron Mountain-Kingsford to use the Pine Mountain Veteran's Park for the Pine Mountain 500 stair climb event on August 6th and August 7th. All Ayes, Motion Carried.
- M. **Airport Committee** – Commissioner Wender-None
- N. **Fair Board** – Commissioner Degenauer
 - 1. Fair Board meeting minutes of March 8th.
- O. **Library Board** – Commissioner Martin-None
- P. **Employee Relations** - Commissioner Degenauer-None
- Q. **Dickinson County Hospital Committee** – Commissioner Stevens
Commissioner Stevens reported that the number of covid cases are up.
- R. **Dickinson County Road Commission** – Commissioner Wender-None
- S. **Construction Code Commission** – Commissioner Degenauer-None
- T. **Bay West Advisory Committee** - Commissioner Degenauer-None
- U. **Veterans' Affairs Committee** – Commissioner Stevens
Had a wonderful program in front of the Courthouse for the Viet Nam Veterans.

- 8. **UNFINISHED BUSINESS & OLD BUSINESS:** Commissioner Martin
 - A. Motion by Commissioner Martin seconded by Commissioner Degenauer to approve the

9. **PETITIONS AND NEW BUSINESS:** - Commissioner Martin

A. Motion by Commissioner Martin seconded by Commissioner Degenauer to approve the 2nd quarter payment request to the Norway-Vulcan Senior Center in the amount of \$10,000.00.

Roll Call Vote: Commissioners:

Wender Aye

Degenauer Aye

Kramer Aye

Martin Aye

Stevens Aye

Motion Carried.

B. Motion by Commissioner Martin seconded by Commissioner Stevens to approve the 2nd quarter payment request to the Breen Senior Center in the amount of \$6,125.00.

Roll Call Vote: Commissioners:

Degenauer Aye

Kramer Aye

Martin Aye

Stevens Aye

Wender Aye

Motion Carried.

10. Motion by Commissioner Degenauer seconded by Commissioner Kramer to accept the Committee Reports and Correspondence and place on file. All Ayes, Motion Carried.

11. Controller's Report.

Controller Bousley stated the Enbridge grant we should know about by May \$40,000 for the electrical upgrade.

Had a covid meeting and it was decided to keep on with the State of Emergency for now.

April 28th and 29th will be the Virtual MAC conference.

Park meeting will be Thursday the 15th at 1:00 PM.

We are still waiting on FAA approval for the hanger at the airport.

12. Citizen's Time (Limited to five minutes per person)

Chairperson Wender opened the floor to Citizens Time and there was no participation.

13. Commissioners' Personal Privilege.

Commissioner Kramer stated the movie schedule at Lake Antoine Park is out. June 26 thru Aug 7th. They are still looking for sponsors. Had 7000 responses on social media

Commissioner Degenauer would like a letter drafted congratulating the Iron Mtn boys' basketball team and one for Foster Wonders for being the highest scorer.

He has had some citizens contact him about their concerns in regards to the County giving things away for \$1.

14. Motion by Commissioner Martin seconded by Commissioner Kramer to adjourn, Subject to the Call of the Chairman at 6:43 PM.

Chairperson Henry Wender

County Clerk Carol Bronzyk

DICKINSON COUNTY BOARD OF COMMISSIONERS

FINANCE COMMITTEE MEETING

Thursday, April 15, 2021 – 6:00 p.m.

Circuit Court Courtroom

1. The meeting was called to Order by Chairperson Kramer at 6:00 PM.
2. Roll Call was taken by County Clerk Carol Bronzyk and a quorum was present.
Present: Chairperson Barb Kramer and Commissioners Henry Wender, John Degenauer, Joe Stevens and Ann Martin. (5)
Absent: None
Also Present: Controller Brian Bousley, County Clerk Carol Bronzyk.
3. Citizens' Time: (Limited to 5 minutes per person)
Chairperson Kramer opened the floor to Citizens Time and there was no participation.
4. Finance Chair Items
Chairperson Kramer stated that the budget looks good.
5. Items before the Committee:
 - A. 4 Year Commissioner Terms -MAC
 - B. Marijuana Tax
 - C. Cyber Review
 - D. GIS Proposal
 - E. On Call Pay – Courthouse and Grounds
 - F. Employee Courthouse Door
 - G. PSPHPR – Grant
 - H. MGT increase for Cost Allocation (PA and FOC)
 - I. Pine Mountain Ski Jump Elevator
 - J. Wage Study – Treasurer's Office
 - K. Wage Study – Clerk's Office
 - L. Milfoil Treatment Lake Antoine
 - N. Fair Board Rental – Dickinson-Iron Health Department
 - O. Check Register Report
Controller Bousley had an example for better reference, and we will try that.
 - P. Policy and Procedure – Federal Award Administration
All these will be on the agenda for the next Board meeting.
6. Other Business
Commissioner Stevens wanted to let the Board know he worked out with the Treasurer the quarterly payment for the Medical Access, they will have to work out how to get their quarterly payments in the future.
He and his wife toured the new Rise Up marijuana store and would like the rest of the Board to take a tour as well, it was very interesting.
County Clerk Carol Bronzyk spoke about the Register of Deeds records going online, the money is there for it to happen. Heartland is the company we are working with as they have done other counties as well.
7. Citizens' Time: (Limited to 5 minutes per person)
Chairperson Kramer opened the floor to Citizens Time and there was no participation.
8. Commissioners' Personal Privilege
Controller Bousley stated the auditors will be here the 1st week of May.
At the airport Kubick wants to expand so there will be more development there.
Judge Ninomiya let Brian know that the court recording system is failing, and a new system is being looked at. Hopefully, a sound system can be included for meetings as well.
Chairperson Kramer stated the new website is nice, a little hard to find things sometimes, however.
On the news this morning it stated that Delta airlines business is picking up and that's good news for us!
Coach Bousley stated he would like to put local pictures on our new website.
9. Motion by Commissioner Stevens seconded by Commissioner Degenauer to adjourn at 7:10 PM

DICKINSON COUNTY BOARD OF COMMISSIONERS

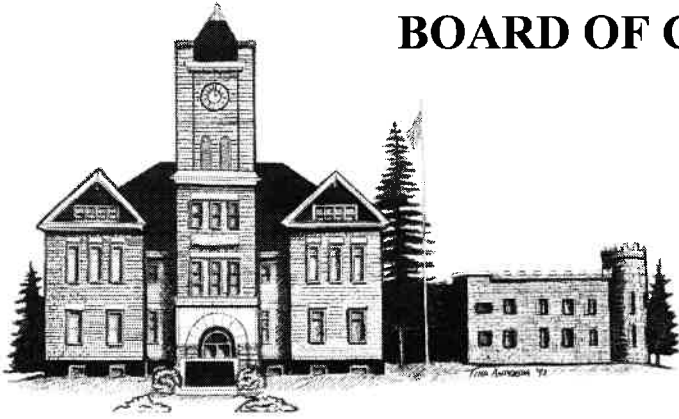
PARKS COMMITTEE

Thursday, April 15, 2021 – 1:00 p.m.
Correctional Center Conference Room

1. The meeting was called to Order by Chairperson Stevens at 1:00 PM.
2. Roll Call was taken by County Clerk Carol Bronzyk and a quorum was present.
Present: Chairperson Joe Stevens and Commissioners John Degenauer, Henry Wender, Barb Kramer and Ann Martin. (5)
Absent: None
Also Present: Controller Brian Bousley, County Clerk Carol Bronzyk and Admin Asst. Christy Paul
3. Citizens' Time: (Limited to 5 minutes per person)
Chairperson Stevens opened the floor to Citizens Time and there was no participation.
4. Park Chair Items
Park Manager Eric Robinson stated that the Memorial Day weekend opening is on target. WE energies is putting in poles. The water is being worked on. Dwayne will be the camp host again this year.
5. Items before the Committee:
 - A. Park Manager Update-above
 - B. Electrical/Water Update
Controller Bousley is hoping to hear about the Enbridge grant in May, \$40,000.00 is what we requested.
 - C. New Campsite- Lakeview Sites Update
Eric did not think that the new campsites will be ready this year, lots of mud, water issues.
 - D. Boat Launch Project
Looks really good, Eric thinks a lot of people will be using it when he gets the dock in.
 - E. Store Manager Position
It was the consensus of the Board to hire a Manager for the park. They will be in charge of the store and greeting the campers. It will be a seasonal position, 40 hours a week Tuesday thru Saturday.
 - F. Online Reservation System-
This will be in use this year and then we will be looking at something new. It is not working out as well as we would like.
 - G. LAPP Update
Commissioner Kramer state they are donating \$500.00 to the milfoil at the park
Kiosk is being redone by Donnie Maes husband Steve. They are looking at doing signage for the invasive species and how important it is to use the boat wash. We have not heard about the Kayak rentals for this year, Commissioner Stevens will try to contact them.
We are looking at doing some different things, A Fall Fest and a winter drive thru with sites decorated for in December.
Commissioner Degenauer stated that the Fair is looking at doing a drive thru with decorations as well.
6. Other Business-None
7. Citizens' Time: (Limited to 5 minutes per person)
Chairperson Stevens opened the floor to Citizens Time and there was no participation

DICKINSON COUNTY BOARD OF COMMISSIONERS

6-B-1
4.26.21



Board Chairman: Henry Wender
Vice Chairman: Barbara J. Kramer
Commissioners: John P. Degenauer, Jr.
Joe Stevens
Ann Martin
Controller/Administrator: Brian Bousley
Administrative Assistant: Christy Paul

Dickinson County Resolution 2021-10 Supporting Passage of Legislation to Adopt 4-Year Terms for County Commissioners

WHEREAS the 1963 Michigan Constitution stipulated four-year terms for the Board of Supervisors, the preceding body to today's Board of Commissioners; and

WHEREAS the Legislature voted in 1966 to abolish Boards of Supervisors and formally replace them with Boards of Commissioners after the 1968 elections; and

WHEREAS Public Act 261 of 1966 promulgated that the length of terms for the new county commissioners shall be concurrent with that of state representatives, as specified in Article IV, section 3 of the Michigan Constitution; and

WHEREAS the scope of duties of the county commissioners has greatly increased in the last century- road patrols, indigent defense, mental health treatment and substance abuse prevention programming, solid waste pick-up and disposal, food and water supply safety, park operations, economic development efforts, emergency management and response; and

WHEREAS Michigan is one of only five states in the United States that provides for exclusively two-year terms for county commissioners; and

WHEREAS all other county and township elected officials in Michigan are elected to terms of a least four years; and

WHEREAS the position of county commissioner is a highly complex oversight role that requires years to master; and

WHEREAS legislation to amend state law to enact four-year terms has been filed in the form of Senate Bills 242 and 245; and

WHEREAS the Michigan Association of Counties supports the legislation as introduced;

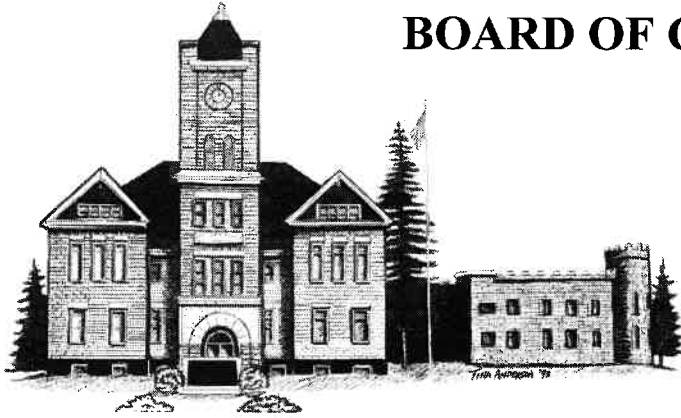
THEREFORE, BE IT RESOLVED that DICKINSON COUNTY supports Senate Bill 242 and 245 to enact four-year terms for county commissioners.

Henry Wender – Chair

Carol Bronzyk – County Clerk

Date

DICKINSON COUNTY BOARD OF COMMISSIONERS



b-B-2
4-26-21

Board Chairman: Henry Wender
Vice Chairman: Barbara J. Kramer
Commissioners: John P. Degenauer, Jr.
Joe Stevens
Ann Martin

Controller/Administrator: Brian Bousley
Administrative Assistant: Christy Paul

DICKINSON COUNTY RESOLUTION 2021-11

RESOLUTION IN SUPPORT OF THE STATE OF MICHIGAN TO FULFILL ITS STATUTORY OBLIGATIONS WITH REGARD TO STATE REVENUE SHARING PAYMENT AMOUNTS

WHEREAS, in 2005 State Revenue Sharing payments were discontinued to counties, relieving the State Budget of \$183 million in annual State Revenue Sharing payments to counties, with the promise and agreement that these payments would be restored when each of the individual counties Revenue Sharing Reserve Fund were exhausted

WHEREAS, Dickinson County's Revenue Sharing Reserve Fund was exhausted in 2013; and

WHEREAS, the Michigan Association of Counties has identified 60 Michigan counties that have received less than the statutorily required amount of State Revenue Sharing since Revenue Sharing Reserve Funds were exhausted; and

WHEREAS, The Michigan Association of Counties has identified a \$411,914 cumulative shortfall in State Revenue Sharing payments to Dickinson County since 2013; and

WHEREAS, with the influx of American Rescue Plan funds to the State of Michigan, there are sufficient funds available to make counties whole with regard to State Revenue Sharing payment shortfalls; and

WHEREAS, unlike Dickinson County's allocation from the American Rescue Plan, the payment of the State Revenue Sharing shortfall will not be restricted to COVID-19 related expenses thereby making it eligible for critical infrastructure projects, pension fund or OPEB contributions and other expenditures.

THEREFORE, BE IT RESOLVED, that the Dickinson County Board of Commissioners does hereby support and urge the State of Michigan to fulfill its statutory obligations with regard to State Revenue Sharing payments for all 60 Michigan counties identified by the Michigan Association of Counties that received less than their statutorily required amounts.

BE IT FURTHER RESOLVED, that the County Clerk shall send copies of this resolution to the Governor of the State of Michigan, the Majority Leader for the Michigan Senate, the Speaker of the Michigan House of Representatives, and Dickinson County's State Legislative delegation for their consideration and action.

Henry Wender- Chair

Carol Bronzyk-Clerk

Date

Good afternoon Board Chairs and Administrators,

MAC has done extensive research into county revenue sharing and the impact the County Revenue Sharing Reserve Fund (CRSRF) has had on county allocations. Our research indicates the state has cumulatively shorted 60 counties more than \$110 million between 2009 and 2014. Now is the time to ask the state for the restoration of those funds.

As most of you will remember, the original deal, negotiated in 2004, zeroed out county revenue sharing for a period of time during which counties were allowed to pay themselves an equivalent amount to their statutory revenue sharing payments. Each year, while paying themselves, the Michigan Department of Treasury authorized each county inflationary increases over the 2004 base level.

The deal struck with the State at the beginning of the Great Recession to pay ourselves and save the State from allocating General Fund dollars to counties, was funded through a property tax collection shift. The proceeds from the shift were put into the CRSRF. Once a county exhausted their reserve fund, they re-entered the state revenue sharing system. By statute, the state was required to pay counties their full funding amount when they re-entered the system. Full funding is defined as the 2004 payment plus inflation until the time you re-entered the state revenue sharing system. If you entered earlier than others, you stopped accruing inflationary increases, in fact, you also lost base funding each of those years.

The exhaustion of the accounts was staggered, with Tuscola exhausting their account in 2008, while Emmet County is expected to exhaust theirs in 2023. The counties that exhausted their accounts prior to 2014 faced cuts to their base revenue sharing payments that were never restored. Counties that came back on to the system in 2014, and later, did not have any of their base funding cut.

Our ask to you is that you share the enclosed information with your senators and representatives and ask for this money to be paid back to your county this year. You are asking for a one-time payment of the cumulative shortfall. The other columns just help illustrate the disparity.

Thanks to the American Rescue Plan, the state is flush with cash. Paying a debt owed to your county should be a priority.

You will inevitably get resistance from legislators, citing the \$1.9 billion slated to go directly to counties from the American Rescue Plan. Please remember and remind them that county revenue sharing is unrestricted, it goes to your general fund and it can pay for non-COVID/pandemic-related expenditures. Please give your legislators examples of general fund expenditures so they understand how this money could be allocated.

As always, if you have any questions or would like to provide feedback, please call or text me. My cell phone number is listed below.

Thank you in advance for helping us secure these withheld funds for you.

Deena

Deena Bosworth
Director of Governmental Affairs
bosworth@micounties.org
(517) 282-1647 (c)

Huron	2012	\$801,286	\$350,177	\$734,923
Iosco	2012	\$531,378	\$368,227	\$565,611
Macomb	2012	\$16,432,531	\$14,116,664	\$16,698,290
Mecosta	2012	\$851,547	\$373,020	\$821,115
Menominee	2012	\$530,794	\$229,938	\$522,573
Missaukee	2012	\$283,698	\$123,858	\$287,661
Muskegon	2012	\$3,601,090	\$2,444,656	\$5,328,206
Ontonagon	2012	\$173,272	\$141,169	\$180,180
Schoolcraft	2012	\$184,693	\$80,633	\$176,026
Baraga	2013	\$187,463	\$37,829	\$83,701
Dickenson	2013	\$572,795	\$411,914	\$310,820
Iron	2013	\$270,641	\$243,011	\$136,331
Livingston	2013	\$3,109,165	\$2,316,267	\$1,667,611
Midland	2013	\$1,974,882	\$959,786	\$1,173,095
Monroe	2013	\$3,104,205	\$621,449	\$1,528,514
Oceana	2013	\$535,534	\$107,048	\$300,925
Roscommon	2013	\$507,564	\$101,527	\$765,051
St. Clair	2013	\$3,754,393	\$751,345	\$1,934,886
Washtenaw	2013	\$6,907,907	\$1,381,281	\$3,618,512
Wexford	2013	\$671,845	\$134,386	\$346,660
Clinton	2014	\$1,334,267	\$0	\$233,851
Manistee	2014	\$545,132	\$0	\$124,501
Benzie	2015	\$339,784	\$0	\$44,363
Cheboygan	2015	\$564,233	\$0	\$54,064
Crawford	2015	\$320,817	\$0	\$357,718
Grand Traverse	2015	\$1,707,927	\$0	\$209,834
Lake	2015	\$246,750	\$0	\$170,719
Montmorency	2015	\$216,036	\$0	\$24,873
Oakland	2015	\$26,163,819	\$0	\$3,364,472
Ogemaw	2015	\$460,256	\$0	\$60,479
Oscoda	2015	\$196,384	\$0	\$12,207
Otsego	2015	\$490,832	\$0	\$60,312
Presque Isle	2015	\$313,601	\$0	\$28,279
Kalkaska	2016	\$348,930	\$0	\$17,036
Mason	2016	\$628,952	\$0	\$30,694
Alcona	2017	\$244,389	\$0	\$9,147
Charlevoix	2017	\$589,368	\$0	\$13,823
Antrim	2019	NA	\$0	NA
Keweenaw	2019	NA	\$0	NA
Mackinac	2019	NA	\$0	N/A
Leelanau	2021	NA	\$0	N/A
Emmet	2023	NA	\$0	NA
Total		\$215,968,889	\$117,617,804	\$234,466,150

7-A-1
4-26-21

STATE OF MICHIGAN

Contract No. 210000000300

Independent Cyber Assessment for Local Entities in Michigan

SCHEDULE B PRICING

Prices include all costs, including but not limited to, any one-time or set-up charges, fees, and potential costs that Contractor may charge the Local Public Entity.

The Contractor has provided not to exceed pricing and an estimate of hours for delivering the Core Service Offerings.

<u>Core Service Offerings</u>	*Estimated Hours	Small Entity Less than 50 End Points	Medium Entity 50-500 End Points	Large Entity 500-1500 End Points	X-Large Entity 1500+ End Points	Includes Travel Yes/No**
a. Cybersecurity Assessment Workshop using CIS Controls and CSAT Tool	S: 8 - 10 M: 8 - 12 L: 10 - 16 XL: 12 - 20	Fixed Price \$6,500	Fixed Price \$10,000	Range: Low End – High End \$10,000- \$25,000	Range: Low End – High End \$15,000- \$35,000	No
b. Assessment Report & Recommendations	S: 2 - 3 M: 2 - 3 L: 3 - 4 XL: 4 - 6					
c. Cybersecurity Improvements Plan	S: 2 - 3 M: 2 - 3 L: 3 - 4 XL: 4 - 6					
d. Baseline Incident Response Plan	S: 2 - 3 M: 2 - 3 L: 3 - 4 XL: 4 - 6					
e. 12 Monthly Advisory Sessions (1 hour)	S: 12 - 24 M: 12 - 24 L: 12 - 24 XL: 12 - 24					
f. End of Year Assessment	S: 2 - 3 M: 2 - 3 L: 3 - 4 XL: 4 - 6					

* Estimated hours, provided for fixed price activities are for estimation purposes only.

Definition of Endpoints for Core Services:

Pricing tiers by endpoint shall be determined exclusively based on the number of end user computers (desktops/ laptops).

Centrally-managed student devices in a school environment are counted at a fractional rate of 0.25 and will be added to the endpoint count to determine pricing tier for Core Services.

Example – 400 student Chromebooks and iPads would increment the entity's "End Point" count by 100.

7-A-2
4-26-21

Amount

Check Date	Check	Vendor Name	Description	Amount
Bank GENCK GENERAL CHECKING				
04/12/2021	83652	MILLER, PATRICIA	101/TRANSCRIPTS	66.00
04/12/2021	83653	BISHOP, SUSAN	101/TRANSCRIPTS	176.25
04/12/2021	83654	IRON MOUNTAIN AUTOMOTIVE	101/VEHICLE MAIN	576.87
04/12/2021	83655	SUMMIT FOOD SERVICE, LLC	101/JAIL	4,502.69
04/12/2021	83656	PENINSULA FIBER NETWORK	259/ETHERNET	475.00
04/12/2021	83657	DUBOVSKY, MICHAEL	701/REST/NICOLE	50.00
04/12/2021	83658	UP PATHOLOGY SERVICES, PC	101/AUTOPSY/BAKER, DAVID	1,500.00
04/12/2021	83659	DUMAS, RAY	701/REST/PARENT, HUNTER	275.00
04/12/2021	83660	NDFLAGPOLEGUY.COM	101/FLAGS	138.99
04/12/2021	83661	ANDERSON-DIEHM FUNERAL HOME	101/COREY, MARK	500.00
04/12/2021	83662	ORBIT TECHNOLOGY	101/OVERAGES	76.72
04/12/2021	83663	BUSINESS CARD	101/ARMS ROOM EQUIP	94.82
04/12/2021	83664	ECONO FOODS	101/JAIL	14.70
04/12/2021	83665	FIRST NATIONAL BANK OF IRON MOUNTAIN	101/RETIREE INSURANCE/COOK, DOLLY	1,240.00
04/12/2021	83666	NORWAY TOWNSHIP TREASURER	701/OVERPAYMENT	1,295.69
04/12/2021	83667	PENINSULA-LAFAIVE OIL COMPANY, INC.	101/GAS & OIL	2,716.73
04/12/2021	83668	PRO TECH LUBE AND WASH, INC.	101/GAS & OIL	43.46
			101/GAS & OIL	64.41
				107.87
04/12/2021	83669	QUALITY WATER SPECIALISTS INC.	101/SALT	141.48
04/12/2021	83670	CAMPIONI TRUE VALUE	101/208/SUPPLIES	552.60
04/12/2021	83671	REINHART FOODSERVICE, LLC	101/JAIL	349.11
04/12/2021	83672	CRISPIGNA-SCHEIBE, BARBARA	701/TRANSCRIPTS	176.00
04/12/2021	83673	SPECTRUM BUSINESS	295/INTERNET	84.99
			295CABLE	150.54
			595/COMMISSARY	161.93
				397.46
04/12/2021	83674	PULTZ, ROBERT DDS	101/ZIOLKOWSKI	165.00
04/15/2021	83688	SAULT TRIBE YOUTH FACILITY	292/HELLMAN, JOSHUA	3,720.00
04/15/2021	83689	RECLA, CHRISTOPHER	701/REST/DOCHARME, RYAN	197.00
04/15/2021	83690	JOHN DREER FINANCIAL	295/RENTAL	201.88
04/15/2021	83691	COAST TO COAST COMPUTER PRODUCTS	101/TONER	269.97
04/15/2021	83692	KONICA MINOLTA BUSINESS SOLUTIONS	101/COPIER	196.43
04/15/2021	83693	UP PATHOLOGY SERVICES, PC	101/AUTOPSY/SENN, MARTIN	1,500.00
			101/AUTOPSY/NEUENS, DAVID	1,500.00
			101/AUTOPSY/WAGNER-OCIC, BILLIE ANN	2,000.00
				5,000.00
04/15/2021	83694	FORMS AND MORE	101/CHECKS-10,000	775.08
04/15/2021	83695	MEDICAL ACCESS COALITION	279/	22,000.00
04/15/2021	83696	BROUILLETTE, BRIAN, PC	101/PC IND CON	1,340.00
04/15/2021	83697	DICKINSON COUNTY LIBRARY	271/EXPENSES	60,330.43
04/15/2021	83698	DICKINSON COUNTY SHERIFF DEPARTMENT	701/REST/BANKS, JAMES	530.00
04/15/2021	83699	DICKINSON AREA CONSTRUCTION CODE	243/EXPENSES	17,380.78
04/15/2021	83700	ERICKSON, ROCHON, AND NASH FUNERAL	101/WAGNER-OSIC, BILLIE ANNE	595.00
04/15/2021	83701	FIRST NATIONAL BANK	101/298/SUPPLIES	867.33
04/15/2021	83702	GREAT AMERICAN DISPOSAL COMPANY	295/TRASH REMOVAL	205.51
04/15/2021	83703	CITY OF KINGSFORD - WATER	295/WATER	15.00
			295/WATER	18.54
			295/WATER	105.99
			295/WATER	223.64

Check Date	Check	Vendor Name	Description	Amount
04/15/2021	83704	LORI & JASPEN, P.C.	101/PC IND CON	363.17
04/15/2021	83705	MOUW & CELELLO, P.C.	101/PC IND CON	1,340.00
				1,340.00
04/15/2021	83706	SHORT, MARY KAY	101/TRANSCRIPTS	5.40
			101/TRANSCRIPTS	36.90
				42.30
04/15/2021	83707	SCHLITT, PETER	101/MEDICAL EXAMINER	475.00
04/15/2021	83708	SCHAUB, NANCY	101/PC IND CON	1,340.00
04/15/2021	83709	STATE OF MICHIGAN	701/BOOKING FEE	287.88
04/15/2021	83710	FIRST NATIONAL BANK	701/REST/DAVIS JORDAN	75.00
04/15/2021	83711	ORTMAN FUNERAL HOME	101/BAKER, DAVID	550.00
04/15/2021	83712	REDWOOD TOXICOLOGY LAB INC.	292/TESTING	962.90
04/15/2021	83713	KUBICK AVIATION SERVICES, INC.	295/FUEL	487.76
04/15/2021	83714	ENERGY CONTROL & DESIGN, INC.	101/MAIN AGREE	1,465.00
			101/MAIN AGREE	1,250.00
				2,715.00
04/15/2021	83715	AIRGAS USA, LLC	295/GAS	68.72
04/15/2021	83716	UNITED STATES POSTAL SERVICE	101/POSTAGE	245.00
04/15/2021	83717	RESERVE ACCOUNT	POSTAGE	4,200.00
04/15/2021	83718	SPECTRUM BUSINESS	101/INTERNET	114.98
			276/INTERNET	227.46
				342.44
04/15/2021	83719	HOME DEPOT CREDIT SERVICES	101/208/295/SUPPLIES	2,764.64
04/15/2021	83720	STANDARD INSURANCE COMPANY	INSURANCE	198.24
04/19/2021	83721	CONSTELLATION NEW ENERGY, INC.	AIRPORT	1,107.85
			COURTHSE GRDS	2,350.81
				3,458.66
04/19/2021	83722	MICHIGAN DEPARTMENT OF CORRECTIONS	CRAIG GROENEVELD OVER PAYMENT 0619422	23.26
04/19/2021	83723	TITLE CHECK, LLC	FORECLOSURE FUND	1,357.16
04/19/2021	83724	INTEGRITY CARE	MED EXAM DAVID BAKER	200.00
			MED EXAM MARK COREY	200.00
				400.00
04/19/2021	83725	IDENTISYS	CCW SUPPLIES	216.24
04/19/2021	83726	SPECTRUM PRINTERS, INC	ELECTIONS	87.96
04/19/2021	83727	LECLAIRE, JESSE	OVER PAYMENT DUE	266.00
04/19/2021	83728	UCOA	MEMBERSHIP DUES	110.00
04/19/2021	83729	BREEN AVENUE SENIOR CENTER	TAX LEVY 2ND QTR	6,125.00
04/19/2021	83730	FIRST NATIONAL BANK	SUPPLIES	78.19
04/19/2021	83731	FOUR SEASONS BEER DIST. INC.	RESTITUTION/JOSEPH ARMBRUST	472.00
04/19/2021	83732	MOUW & CELELLO, P.C.	LEGAL FEES	400.00
04/19/2021	83733	NORWAY-VULCAN SENIOR CENTER	TAX LEVY 2ND QTR	10,000.00
04/19/2021	83734	WE ENERGIES	AIRPORT ELECTRIC	2,702.37
04/19/2021	83735	CAREY LOGGING AND EXCAVATING	PARKS	4,225.00
04/22/2021	83736	MILLER, PATRICIA	TRANSCRIPTS	217.80
04/22/2021	83737	LINDSLEY COLLISION REPAIR	VEH REPAIR	2,839.35
04/22/2021	83738	PREIN & NEWHOF	SERVICES	23,240.65
			AIRPORT SERVICES	2,200.00
				25,440.65

Check Date	Check	Vendor Name	Description	Amount
04/22/2021	83739	BHIM	INSURANCE	501.00
04/22/2021	83740	KONICA MINOLTA BUSINESS SOLUTIONS	MISC/MAINTENCE	183.00
04/22/2021	83741	TECK SOLUTIONS	COMP REPAIR	250.00
04/22/2021	83742	DSTECH, INC.	COMPUTERS	3,634.00
04/22/2021	83743	DICKINSON COUNTY ROAD COMMISSION	EXPENSES	600,000.00
04/22/2021	83744	DICKINSON COUNTY FAIR TREASURER	EXPENSES	2,734.19
04/22/2021	83745	FIRST NATIONAL BANK	AIRPORT	180.34
			SULLOIES	246.99
			SU;;OIES	158.57
				585.90
04/22/2021	83746	MOUW & CELELLO, P.C.	LEGAL FEES	1,028.50
04/22/2021	83747	SHORT, MARY KAY	TRANSCRIPTS	28.20
04/22/2021	83748	TELNET WORLDWIDE, INC.	PHONES INTERNET	558.45
04/22/2021	83749	WE ENERGIES	LAP	207.25
04/22/2021	83750	FIRST NATIONAL BANK	RESTITUTION/JORDAN DAVIS	75.00
04/22/2021	83751	REDWOOD TOXICOLOGY LAB INC.	SUPPLIES	112.42
04/22/2021	83752	FEDERAL EXPRESS	MED EXAM	52.40
04/22/2021	83753	STANDARD INSURANCE COMPANY	INSURANCE	198.24
GENCK TOTALS:				
Total of 89 Checks:				815,564.63
Less 0 Void Checks:				0.00
Total of 89 Disbursements:				815,564.63

DICSA

"A Community Action Agency"

7-E-1
4-26-21

April 12, 2021

Dickinson County Controller
Dickinson County Courthouse
P.O. Box 609
Iron Mountain, MI 49801

Dear Brian,

I would like to request payment to DICSA of the Dickinson County Senior Millage in the amount of \$69,066 for the second quarter of 2021.

Please send the payments to:

Dickinson Iron CSA
1238 Carpenter Ave.
Iron Mountain, MI 49801

I appreciate your assistance. If you require any additional information, please call me at 774-2256, extension 216.

Sincerely,



Jackie Safford
Financial Director

Cc: Kristin Sommerfeld (Executive Director)

Dickinson Iron Community Services Agency
1238 Carpenter Avenue, Iron Mountain, MI 49801
Phone: (906) 774-2256 • Fax: (906) 774-2257
www.dicsami.org

Approved 4-8-2021

7-E-2
4-26-21

The regular meeting of the DICSA Governing Board was held on Thursday, March 11, 2021 at the Iron County Courthouse, Crystal Falls, Michigan. The meeting was called to order by Barb Kramer at 10:00 am. Attendees were present in-person unless otherwise noted.

MEMBERS PRESENT

Dolly Cook, virtual
Barb Kramer, virtual
Nancy Pellegrini, virtual
Thalei Burke
Roger Zanon
Patti Peretto

MEMBERS ABSENT

Dawn Pisoni
Larry Rusch (arrived at 10:10 am)
Pete Schlitt (arrived at 10:11 am)

ALSO PRESENT

Kristin Sommerfeld – DICSA
Dana Waara – DICSA
Jackie Safford - DICSA
Public

QUORUM PRESENT

PLEDGE OF ALLEGIANCE

APPROVAL OF THE AGENDA

It was moved by Dolly Cook and supported by Nancy Pellegrini to approve the agenda as presented. Motion carried unanimously.

PUBLIC COMMENT – AGENDA ITEMS ONLY

None

BOARD APPOINTMENTS/TERM LIMIT REVIEW

It was moved by Roger Zanon and supported by Thalei Burke to reappoint Patti Peretto to the DICSA Governing Board for a two-year term. Motion carried unanimously.

It was moved by Dolly Cook and supported by Roger Zanon to appoint Dawn Pisoni as a Public Sector Representative. Motion carried unanimously.

It was moved by Roger Zanon and supported by Nancy Pellegrini to appoint Thalei Burke as a Consumer Sector Representative. Motion carried unanimously.

COMMITTEE REPORTS

- a. Executive Committee - None
- b. Planning and Evaluation Committee - None
- c. By-Laws and Membership Committee - None
- d. Finance and Audit Committee
 - i. It was moved by Nancy Pellegrini and supported by Roger Zanon to approve the DICSA Finance and Audit Committee Report for January 2021. Motion carried unanimously.
 - ii. It was moved by Nancy Pellegrini and supported by Dolly Cook to approve the UPCI Finance and Audit Committee Report for January 2021. Motion carried unanimously.

RECEIVE AND FILE THE GOVERNING BOARD MINUTES OF FEBRUARY 11, 2021

It was moved by Roger Zanon and supported by Thalei Burke to receive and file the Governing Board minutes of February 11, 2021. Motion carried unanimously.

RECEIVE AND FILE THE FINANCE AND AUDIT COMMITTEE MINUTES OF FEBRUARY 11, 2021

It was moved by Nancy Pellegrini and supported by Dolly Cook to receive and file the Finance and Audit Committee minutes of February 11, 2021. Motion carried unanimously.

APPROVAL OF THE DICSА ACCOUNTS PAYABLE FOR FEBRUARY 2021

It was moved by Nancy Pellegrini and supported by Patti Peretto to approve the DICSА accounts payable in the amount of \$109,741.07 for February 2021. On a roll call vote, the motion carried unanimously.

Member	Yes	No	Abstain	Absent	Order
Pete Schlitt				✓	
Barb Kramer	✓				4
Larry Rusch				✓	
Nancy Pellegrini	✓				5
Roger Zanon	✓				6
Dawn Pisoni				✓	
Thalei Burke	✓				1
Dolly Cook	✓				2
Patti Peretto	✓				3

APPROVAL OF THE UPCSІ ACCOUNTS PAYABLE FOR FEBRUARY 2021

It was moved by Roger Zanon and supported by Nancy Pellegrini to approve the UPCSІ accounts payable in the amount of \$19,444.24 for February 2021. On a roll call vote, the motion carried unanimously.

Member	Yes	No	Abstain	Absent	Order
Pete Schlitt				✓	
Barb Kramer	✓				5
Larry Rusch				✓	
Nancy Pellegrini	✓				6
Roger Zanon	✓				1
Dawn Pisoni				✓	
Thalei Burke	✓				2
Dolly Cook	✓				3
Patti Peretto	✓				4

APPROVE DICSА MISSION STATEMENT (ORGANIZATIONAL STANDARD 4.1: THE GOVERNING BOARD HAS REVIEWED THE ORGANIZATIONS MISSION STATEMENT WITHIN THE PAST 5 YEARS AND ASSURED THAT THE MISSION ADDRESSES POVERTY AND THE ORGANIZATIONS PROGRAMS AND SERVICES ARE IN ALIGNMENT WITH THE MISSION)

It was moved by Roger Zanon and supported by Nancy Pellegrini to approve the DICSА Mission Statement (It is the mission of DICSА to connect people to resources, provide a means to overcome challenges, strengthen self-sufficiency, and work in partnership with our community to make a difference in the lives of our neighbors). Motion carried unanimously.

DIRECTOR'S REPORT

In addition to her written report, Kristin Sommerfeld discussed:

- Received approval from UPCAP and the Health Department to open the congregate meal sites. Iron River, Felch and Sagola opened this week. Breen will open on Monday March 15th and Amasa and Baraga have chosen to stay with curb side pickups. Family Ties also opened this week.
- Met with the Felch Township Supervisor and Clerk about the Felch Senior Center rent and signing an MOU. It was agreed upon that the rent would stay the same.

6

- There is an opportunity for a virtual board training. If you would like to sign up for the training please let Kristin know.
- The CERA grant through MSHDA starts on Monday the 15th.
- Range Bank is sponsoring DICSAs for a month of radio ads on Frog Country. Several program director's will talk about their services.
- The kitchen construction is going well.

Pete Schlitt added that DTE has offered to pay DICSAs \$7,000 for an easement on our property.

It was moved by Barb Kramer and supported by Thalei Burke to accept the Director's Report. Motion carried unanimously.

PUBLIC COMMENT

None

BOARD MEMBER PRIVILEGE

Barb Kramer – None

Dolly Cook – None

Nancy Pellegrini – None

Roger Zanon – None

Larry Rusch – None

Patti Peretto – None

Thalei Burke – None

Pete Schlitt - None

It was moved by Roger Zanon and supported by Thalei Burke to adjourn the meeting at 10:30 am. Motion carried unanimously.

Minutes certified by  on 11-8-2021
Board Secretary Date

7-6-1
4-26-21

Subject:RE: SUD Board

Hi Ann,

The SUD Policy Board representatives are actually appointed by each county board. Northpointe CMH doesn't make those appointments.

I haven't received anything yet from Dickinson County Board of Commissioners to let me know they are appointing you to replace Kevin as their representative. I need to have something in writing from the county to let me know of the change. They usually do send a letter but if you are checking with the county, they can send it via email as well.

I do have you as Northpointe's representative on the NorthCare Governing Board. 😊

Thank you,
Sandra

Sandra Lambert, BSW
Executive Assistant to the CEO
Contract Manager
NorthCare Network
1230 Wilson St.
Marquette MI 49855
Direct Line: (906) 226-0021
Fax: (906) 232-1070
slambert@northcarenetwork.org

-----Original Message-----

From: Ann Martin <amartin@chartermi.net>
Sent: Wednesday, April 14, 2021 11:08 AM
To: Sandra Lambert <slambert@northcarenetwork.org>
Subject: SUD Board

Dear Sandra,

Kevin forwarded to me your notice of the SUD Board meeting. I am now Northpointe's representative on the SUD board.

Thank you,

Ann

7-6-2
4-26-21



Board of Directors Meeting Minutes

715 Pyle Drive
Kingsford, MI 49802
(906) 774-0522

Meeting Date: 1/7/2021

Meeting Time: 4:30 pm

Location: Online - ZOOM <https://zoom.us>
Via Phone - 1 646 558 8656
Meeting ID: 906 779 0545
Password: 1234

Call to Order:

J. Luhtanen, Chairperson, called the meeting to order at 4:31 p.m.

Roll Call:

V. Johnson, Administrative Assistant conducted the roll call

Member	Attendance	Member	Attendance
Dehn, Janet**	<input type="checkbox"/> Present <input type="checkbox"/> Excused Absent <input checked="" type="checkbox"/> Absent <input type="checkbox"/> Joined at	Pasternak, Nancy* Iron County, MI	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Excused Absent <input type="checkbox"/> Absent <input type="checkbox"/> Joined at
Hofer, Millie* Menominee County	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Excused Absent <input type="checkbox"/> Absent <input type="checkbox"/> Joined at	Phillips, Patricia** Meyer Township Menominee, MI	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Excused Absent <input type="checkbox"/> Absent <input type="checkbox"/> Joined at
Roberge, Robert* Breitung Township	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Excused Absent <input type="checkbox"/> Absent <input type="checkbox"/> Joined at	Korpi, Thomas**	<input type="checkbox"/> Present <input type="checkbox"/> Excused Absent <input checked="" type="checkbox"/> Absent <input type="checkbox"/> Joined at
Martin, Ann* Dickinson County	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Excused Absent <input type="checkbox"/> Absent <input type="checkbox"/> Joined at	Danielson, James* Norway Township Dickinson County	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Excused Absent <input type="checkbox"/> Absent <input type="checkbox"/> Joined at
Negro, Mari* Meyer Township Menominee, MI	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Excused Absent <input type="checkbox"/> Absent <input type="checkbox"/> Joined at	Luhtanen, Joan* Iron Mountain, MI	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Excused Absent <input type="checkbox"/> Absent <input type="checkbox"/> Joined

* Zoom conference from alternate site ** Telephone attendance

Representing Administration:

J. Cescolini, V. Johnson, J. Lindow

Pledge of Allegiance:

Withheld do to COVID-19

Public Comment:

No public comments

Approve/Amend Consent Agenda:

J. Luhtanen requested approval or amendment of the Consent agenda as presented.

Motion by: M. Negro to approve the Consent Agenda with corrections to the AD Hoc minutes of 12/21/2020 **Second By:** P. Phillips to approve the Consent Agenda with corrections to the AD Hoc minutes of 12/21/20.

Roll Call Vote:

Member	Vote		Member	Vote	
Dehn, Janet	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Pasternak, Nancy	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Hofer, Millie	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Phillips, Patricia	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Roberge, Robert	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Korpi, Thomas	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Martin, Ann	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Danielson, James	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Negro, Mari	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Luhtanen, Joan	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	<input type="checkbox"/> Yes	<input type="checkbox"/> No		<input type="checkbox"/> Yes	<input type="checkbox"/> No

A. Martin would like the Board to address M. Hofer's concerns on the Access to Service Policy.

Motion by: M. Negro to rescind her motion **Seconded by** P. Phillips to rescind motion of approval of the Consent Agenda with corrections to the AD Hoc minutes.

Motion by: M. Negro to approve the Consent agenda with the removal of Access to Service and with the corrections being made to the AD Hoc minutes. **Seconded by:** P. Phillips to approve the Consent Agenda with the removal of Access to Service and with the corrections being made to the AD Hoc minutes.

Roll Call Vote:

Member	Vote		Member	Vote	
Dehn, Janet	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Pasternak, Nancy	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Hofer, Millie	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Phillips, Patricia	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Roberge, Robert	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Korpi, Thomas	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Martin, Ann	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Danielson, James	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Negro, Mari	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Luhtanen, Joan	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
	<input type="checkbox"/> Yes	<input type="checkbox"/> No		<input type="checkbox"/> Yes	<input type="checkbox"/> No

Motion approved unanimously.

Approve/Amend Agenda

J. Luhtanen requested approval or amendment of the Agenda.

J. Luhtanen would like to add under New Business (H) Access to Service. M. Hofer would like to discuss the organization chart under New Business (I)

Motion by A. Martin **Second by** M. Hofer to approve the Amended Agenda with additions.

Roll Call Vote:

Member	Vote		Member	Vote	
Dehn, Janet	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Pasternak, Nancy	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Hofer, Millie	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Phillips, Patricia	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Roberge, Robert	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Korpi, Thomas	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Martin, Ann	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Danielson, James	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Negro, Mari	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Luhtanen, Joan	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
	<input type="checkbox"/> Yes	<input type="checkbox"/> No		<input type="checkbox"/> Yes	<input type="checkbox"/> No

Motion approved unanimously.

AD Hoc Policy Revisions

J. Cescolini discussed the AD Hoc Policy revisions with the Board. Grammatical errors corrected. Miscellaneous questions addressed.

Annual Policy Reviews

Discussed and reviewed further revisions to the Annual Policies. Miscellaneous questions were addressed.

Motion by: M. Negro **Seconded by:** N. Pasternak to approve the AD Hoc Policy Revisions and the Annual Policy Reviews as presented at tonight's meeting.

J. Luhtanen asked for a roll call vote.

Roll Call Vote:

Member	Vote		Member	Vote	
Dehn, Janet	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Pasternak, Nancy	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Hofer, Millie	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Phillips, Patricia	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Roberge, Robert	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Korpi, Thomas	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Martin, Ann	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Danielson, James	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Negro, Mari	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Luhtanen, Joan	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
	<input type="checkbox"/> Yes	<input type="checkbox"/> No		<input type="checkbox"/> Yes	<input type="checkbox"/> No

Motion approved unanimously.

New Business:

Check Disbursement Report – 11/2020

J. Lindow reviewed and discussed the Check Disbursement Report November 2020. Miscellaneous questions were addressed.

Outcome: Action item next meeting.

Covid-19 Audit Committee

J. Lindow discussed with Board the need to review the COVID-19 Audit.

Outcome: Special Board Meeting to take place on 1/14/21 at 4:30 to review the Audit.

Draft Strategic Plan FY21-FY22

J. Cescolini discussed and reviewed with the Board the Draft Strategic Plan for FY21-FY22. Miscellaneous questions were addressed.

Outcome: Informational

Recipient Rights Report

J. Cescolini reviewed the Recipient Rights Report with the Board. Miscellaneous questions were addressed.

Outcome: Informational

Vice-Chairperson Vacancy

Discussion was held on the vacancy of the Vice-Chairperson seat. R. Roberge volunteered to accept the Vice-Chairperson till reelections take place in April.

Outcome: R. Roberge will be interim Vice-Chairperson.

COVID-19 Update

J. Cescolini reviewed with the Board the status on COVID-19 vaccines for residents and staff of Northpointe. 96 staff have signed up to receive the vaccine in Kingsford. 12 staff in Menominee have received the vaccine along with 8 in Iron River.

Outcome: Informational

NorthCare Bylaws Amendment

The Board reviewed and discussed changes made to the NorthCare By-Laws. Miscellaneous questions were addressed.

Outcome: Informational

Access to Service

Discussion and review were held on the Access to Service Policy. Miscellaneous questions were addressed.

Outcome: Action item next meeting.

Organizational Chart

Discussion and review were held on the Organizational Chart. Miscellaneous questions were addressed.

Outcome: Informational

Miscellaneous Board/Committee Reports for Information

CMHAM Weekly Update – December 18, 2020

Outcome: Place on file

NorthCare 2021 Board Meeting Schedule

Outcome: Informational

Application for Stakeholder Committee

Outcome: Informational

Public Comment

K. Pirlot informed the Board that he has put in his application for the open seat on the Board.

Board Comment

M. Negro read to the Board the comments in the chat.

P. Phillips would like to Thank Northpointe for the package she received in the mail.

J. Luhtanen would like to Thank Santa Clause for making her son Paul's day.

P. Phillips had questions about the direct depot letters the Board received.

Meeting adjourned at 6:19 p.m.

The Next Regular Board Meeting is scheduled for Thursday, January 21, 2021 at 4:30 via Zoom/telephone.

Special COVID-19 Audit Board Meeting is scheduled for Thursday, January 14, 2021 at 4:30 p.m.


Joan Luhtanen, Chairperson


Patricia Phillips, Secretary/Treasurer


Vivien Johnson, Administrative Assistant



7-6-3
4-24-21

**Board of Directors
Special Meeting Minutes**

715 Pyle Drive
Kingsford, MI 49802
(906) 774-0522

Meeting Date: 1/14/2021

Meeting Time: 4:30 pm

Location: Online - ZOOM <https://zoom.us>
Via Phone - 1 646 558 8656
Meeting ID: 906 779 0545
Password: 1234

Call to Order:

J. Luhtanen, Chairperson, called the meeting to order at 4:31 pm

Roll Call:

V. Johnson, Administrative Assistant conducted the roll call

Member	Attendance	Member	Attendance
Dehn, Janet**	<input type="checkbox"/> Present <input type="checkbox"/> Excused Absent <input checked="" type="checkbox"/> Absent <input type="checkbox"/> Joined at	Pasternak, Nancy* Iron County, MI	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Excused Absent <input type="checkbox"/> Absent <input type="checkbox"/> Joined at
Gromala, Steven* Menominee County	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Excused Absent <input type="checkbox"/> Absent <input type="checkbox"/> Joined at	Phillips, Patricia* Meyer Township Menominee, MI	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Excused Absent <input type="checkbox"/> Absent <input type="checkbox"/> Joined at
Hofer, Millie* Menominee County	<input type="checkbox"/> Present <input checked="" type="checkbox"/> Excused Absent <input type="checkbox"/> Absent <input type="checkbox"/> Joined at	Korpi, Thomas* Iron County, MI	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Excused Absent <input type="checkbox"/> Absent <input type="checkbox"/> Joined at
Roberge, Robert* Breitung Township	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Excused Absent <input type="checkbox"/> Absent <input type="checkbox"/> Joined at	Danielson, James* Norway Township	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Excused Absent <input type="checkbox"/> Absent <input type="checkbox"/> Joined at
Martin, Ann* Dickinson County	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Excused Absent <input type="checkbox"/> Absent <input type="checkbox"/> Joined at	Luhtanen, Joan* Iron Mountain, MI	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Excused Absent <input type="checkbox"/> Absent <input type="checkbox"/> Joined at
Negro, Mari* Meyer Township Menominee, MI	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Excused Absent <input type="checkbox"/> Absent <input type="checkbox"/> Joined at		<input type="checkbox"/> Present <input type="checkbox"/> Excused Absent <input type="checkbox"/> Absent <input type="checkbox"/> Joined at

* Zoom conference from alternate site

** Telephone attendance

Representing Administration:

S. Giguere, J. Lindow, B. Johnson, K. DeWitt, V. Johnson

Pledge of Allegiance:

Withheld do to COVID-19

Public Comment:

None

Approve/Amend Agenda:

J. Luhtanen requested approval or amendment of the Special Meeting Agenda.

Motion made by A. Martin to approve the Special Meeting Agenda as presented.

Support by M. Negro.

Roll Call Vote:

Member	Vote		Member	Vote	
Dehn, Janet	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Pasternak, Nancy	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Gromala, Steven	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Phillips, Patricia	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Hofer, Millie	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Korpi, Thomas	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Roberge, Robert	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Danielson, James	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Martin, Ann	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Luhtanen, Joan	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Negro, Mari	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No		<input type="checkbox"/> Yes	<input type="checkbox"/> No

Motion approved unanimously.

Action Item:**COVID-19 Committee Survey**

J. Lindow and B. Johnson reviewed the COVID-19 Survey with the Board. Miscellaneous questions addressed. A. Martin would like a copy of survey with question responses sent to each Board member. No action needed as this was informational.

Outcome: Informational

Public Comment:

None

Board Comment:

S. Gromala introduced himself to the Board and is looking forward to working with everyone.




**Board of Directors
Special Meeting Minutes**

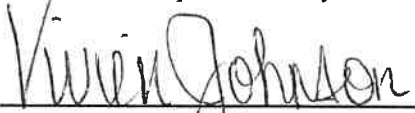
715 Pyle Drive
Kingsford, MI 49802
(906) 774-0522

Meeting Adjourned at 5:14 pm

*The Next Regular Board meeting is scheduled for Thursday, January 21, 2021
via Zoom/telephone at 4:30 p.m.*


Joan Luhtanen, Chairperson


Patricia Phillips, Secretary/Treasurer


Vivien Johnson, Administrative Assistant

7-6-4
4-26-21

Meeting Date 1/21/2021

Meeting Time: 4:32 pm

Location: Online - ZOOM <https://zoom.us>
Via Phone - 1 646 558 8656
Meeting ID: 906 779 0545
Password: 1234

Call to Order:

J. Luhtanen, Chairperson, called the meeting to order at 4:31 p.m.

Roll Call:

V. Johnson, Administrative Assistant conducted the roll call

Member	Attendance	Member	Attendance
Dehn, Janet**	<input type="checkbox"/> Present <input type="checkbox"/> Excused Absent <input checked="" type="checkbox"/> Absent <input type="checkbox"/> Joined at	Pasternak, Nancy* Iron County, MI	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Excused Absent <input type="checkbox"/> Absent <input type="checkbox"/> Joined at
Hofer, Millie* Menominee County	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Excused Absent <input type="checkbox"/> Absent <input type="checkbox"/> Joined at	Phillips, Patricia** Meyer Township Menominee, MI	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Excused Absent <input type="checkbox"/> Absent <input checked="" type="checkbox"/> Joined at
Gromala, Steven* Menominee County Menominee, MI	<input type="checkbox"/> Present <input type="checkbox"/> Excused Absent <input type="checkbox"/> Absent <input type="checkbox"/> Joined at	Korpi, Thomas** Iron County, MI	<input type="checkbox"/> Present <input type="checkbox"/> Excused Absent <input type="checkbox"/> Absent <input type="checkbox"/> Joined at
Roberge, Robert* Breitung Township	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Excused Absent <input type="checkbox"/> Absent <input type="checkbox"/> Joined at	Danielson, James* Norway Township Dickinson County	<input type="checkbox"/> Present <input type="checkbox"/> Excused Absent <input checked="" type="checkbox"/> Absent <input type="checkbox"/> Joined at
Martin, Ann* Dickinson County	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Excused Absent <input type="checkbox"/> Absent <input type="checkbox"/> Joined at	Luhtanen, Joan* Iron Mountain, MI	<input type="checkbox"/> Present <input type="checkbox"/> Excused Absent <input type="checkbox"/> Absent <input type="checkbox"/> Joined at
Negro, Mari* Meyer Township Menominee, MI	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Excused Absent <input type="checkbox"/> Absent <input type="checkbox"/> Joined at		

*. Zoom conference from alternate site

** Telephone attendance

Representing Administration:

J. Cescolini, V. Johnson, J. Lindow

Pledge of Allegiance:

Withheld do to COVID-19

Public Comment:

No public comments

Approve/Amend Consent Agenda:

J. Luhtanen requested approval or amendment of the Consent agenda as presented.

Motion by. M. Negro to approve the Consent Agenda with corrections to the AD Hoc minutes of 12/21/2020 Second By: P. Phillips to approve the Consent Agenda with corrections to the AD Hoc minutes of 12/21/20.

Roll Call Vote:

Member	Vote		Member	Vote	
Dehn, Janet	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Pasternak, Nancy	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Hofer, Millie	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Phillips, Patricia	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Roberge, Robert	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Korpi, Thomas	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Martin, Ann	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Danielson, James	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Negro, Mari	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Luhtanen, Joan	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	<input type="checkbox"/> Yes	<input type="checkbox"/> No		<input type="checkbox"/> Yes	<input type="checkbox"/> No

A. Martin would like the Board to address M. Hofer's concerns on the Access to Service Policy.

Motion by: M. Negro to rescind her motion **Seconded by** P. Phillips to rescind motion of approval of the Consent Agenda with corrections to the AD Hoc minutes.

Motion by: M. Negro to approve the Consent agenda with the removal of Access to Service and with the corrections being made to the AD Hoc minutes. **Seconded by:** P. Phillips to approve the Consent Agenda with the removal of Access to Service and with the corrections being made to the AD Hoc minutes.

Roll Call Vote:

Member	Vote		Member	Vote	
Dehn, Janet	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Pasternak, Nancy	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Hofer, Millie	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Phillips, Patricia	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Roberge, Robert	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Korpi, Thomas	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Martin, Ann	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Danielson, James	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Negro, Mari	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Luhtanen, Joan	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
	<input type="checkbox"/> Yes	<input type="checkbox"/> No		<input type="checkbox"/> Yes	<input type="checkbox"/> No

Motion approved unanimously.

Approve/Amend Agenda

J. Luhtanen requested approval or amendment of the Agenda.

J. Luhtanen would like to add under New Business (H) Access to Service. M. Hofer would like to discuss the organization chart under New Business (I)

Motion by A. Martin **Second by** M. Hofer to approve the Amended Agenda with additions.

Roll Call Vote:

Member	Vote		Member	Vote	
Dehn, Janet	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Pasternak, Nancy	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Hofer, Millie	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Phillips, Patricia	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

Roberge, Robert	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Korpi, Thomas	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Martin, Ann	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Danielson, James	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Negro, Mari	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Luhtanen, Joan	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
	<input type="checkbox"/> Yes	<input type="checkbox"/> No		<input type="checkbox"/> Yes	<input type="checkbox"/> No

Motion approved unanimously.

AD Hoc Policy Revisions

J. Cescolini discussed the AD Hoc Policy revisions with the Board. Grammatical errors corrected. Miscellaneous questions addressed.

Annual Policy Reviews

Discussed and reviewed further revisions to the Annual Policies. Miscellaneous questions were addressed.

Motion by: M. Negro **Seconded by:** N. Pasternek to approve the AD Hoc Policy Revisions and the Annual Policy Reviews as presented at tonight's meeting.

J. Luhtanen asked for a roll call vote.

Roll Call Vote:

Member	Vote		Member	Vote	
Dehn, Janet	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Pasternak, Nancy	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Hofer, Millie	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Phillips, Patricia	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Roberge, Robert	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Korpi, Thomas	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Martin, Ann	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Danielson, James	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Negro, Mari	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Luhtanen, Joan	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
	<input type="checkbox"/> Yes	<input type="checkbox"/> No		<input type="checkbox"/> Yes	<input type="checkbox"/> No

Motion approved unanimously.

New Business:

Check Disbursement Report – 11/2020

J. Lindow reviewed and discussed the Check Disbursement Report November 2020. Miscellaneous questions were addressed.

Outcome: Action item next meeting.

Covid-19 Audit Committee

J. Lindow discussed with Board the need to review the COVID-19 Audit.

Outcome: Special Board Meeting to take place on 1/14/21 at 4:30 to review the Audit.

Draft Strategic Plan FY21-FY22

J. Cescolini discussed and reviewed with the Board the Draft Strategic Plan for FY21-FY22. Miscellaneous questions were addressed.

Outcome: Informational

Recipient Rights Report

J. Cescolini reviewed the Recipient Rights Report with the Board. Miscellaneous questions were addressed.

Outcome: Informational

Vice-Chairperson Vacancy

Discussion was held on the vacancy of the Vice-Chairperson seat. R. Roberge volunteered to accept the Vice-Chairperson till reelections take place in April.

Outcome: R. Roberge will be interim Vice-Chairperson.

COVID-19 Update

J. Cescolini reviewed with the Board the status on COVID-19 vaccines for residents and staff of Northpointe. 96 staff have signed up to receive the vaccine in Kingsford. 12 staff in Menominee have received the vaccine along with 8 in Iron River.

Outcome: Informational

NorthCare Bylaws Amendment

The Board reviewed and discussed changes made to the NorthCare By-Laws. Miscellaneous questions were addressed.

Outcome: Informational

Access to Service

Discussion and review were held on the Access to Service Policy. Miscellaneous questions were addressed.

Outcome: Action item next meeting.

Organizational Chart

Discussion and review were held on the Organizational Chart. Miscellaneous questions were addressed.

Outcome: Informational

Miscellaneous Board/Committee Reports for Information

CMHAM Weekly Update – December 18, 2020

Outcome: Place on file

NorthCare 2021 Board Meeting Schedule

Outcome: Informational

Application for Stakeholder Committee

Outcome: Informational

Public Comment

K. Pirlot informed the Board that he has put in his application for the open seat on the Board.

Board Comment

M. Negro read to the Board the comments in the chat.

P. Phillips would like to Thank Northpointe for the package she received in the mail.

J. Luhtanen would like to Thank Santa Clause for making her son Paul's day.

P. Phillips had questions about the direct depot letters the Board received.

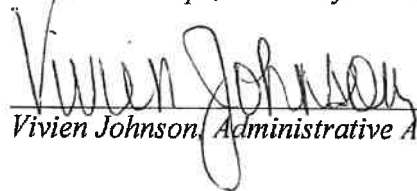
Meeting adjourned at 6:19 p.m.

The Next Regular Board Meeting is scheduled for Thursday, January 21, 2021 at 4:30 via Zoom/telephone.

Special COVID-19 Audit Board Meeting is scheduled for Thursday, January 14, 2021 at 4:30 p.m.


Joan Luhtanen, Chairperson

Patricia Phillips, Secretary/Treasurer


Vivien Johnson, Administrative Assistant



Board of Directors Meeting Minutes

715 Pyle Drive
Kingsford, MI 49802
(906) 774-0522

7-6-5
4-26-21

Meeting Date: 2/4/2021

Meeting Time: 4:32 pm

Location:

Online - ZOOM <https://zoom.us>

Via Phone - 1 646 558 8656

Meeting ID: 906 779 0545

Password: 1234

Call to Order

J. Luhtanen, Chairperson, called the meeting to order at 4:32 pm

Roll Call

K. Stankevich, Human Resource Assistant conducted the roll call

Member	Attendance	Member	Attendance
Dehn, Janet**	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent <input type="checkbox"/> Excused Absent <input type="checkbox"/> Joined at	Pasternak, Nancy* Iron County, MI	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent <input type="checkbox"/> Excused Absent <input type="checkbox"/> Joined at
Gromala, Steven* Menominee County Menominee, MI	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent <input type="checkbox"/> Excused Absent <input type="checkbox"/> Joined at	Phillips, Patricia* Meyer Township Menominee, MI	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent <input type="checkbox"/> Excused Absent <input type="checkbox"/> Joined at
Hofer, Millie* Menominee County Menominee, MI	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent <input type="checkbox"/> Excused Absent <input type="checkbox"/> Joined at	Korpi, Thomas* Iron County, MI	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent <input type="checkbox"/> Excused Absent <input type="checkbox"/> Joined at
Roberge, Robert* Breitung Township	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent <input type="checkbox"/> Excused Absent <input type="checkbox"/> Joined at	Danielson, James* Norway Township	<input type="checkbox"/> Present <input type="checkbox"/> Absent <input type="checkbox"/> Excused Absent <input checked="" type="checkbox"/> Joined at 4:46 pm
Martin, Ann* Dickinson County	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent <input type="checkbox"/> Excused Absent <input type="checkbox"/> Joined at	Luhtanen, Joan* Iron Mountain, MI	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent <input type="checkbox"/> Excused Absent <input type="checkbox"/> Joined at
Negro, Mari* Meyer Township Menominee, MI	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent <input type="checkbox"/> Excused Absent <input type="checkbox"/> Joined at		<input type="checkbox"/> Present <input type="checkbox"/> Absent <input type="checkbox"/> Excused Absent <input type="checkbox"/> Joined at

* Zoom conference from alternate site

** Telephone attendance

Representing Administration

J. Cescolini, J. Lindow, K. Stankevich

Pledge of Allegiance

Withheld do to COVID-19

Public Comment

None

Approve/Amend Consent Agenda

J. Luhtanen requested approval or amendment of the Consent Agenda.

M. Negro noted a change in wording needed to be corrected in the Special Meeting Minutes.

Motion by: M. Negro **Second by:** A. Martin to approve Consent Agenda with corrections to the Special Meeting Minutes.



Board of Directors Meeting Minutes

715 Pyle Drive
Kingsford, MI 49802
(906) 774-0522

Roll Call Vote:

Dehn, Janet	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	Phillips, Patricia	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Gromala, Steven	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Martin, Ann	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Danielson, James	<input type="checkbox"/> Yes <input type="checkbox"/> No
Hofer, Millie	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Negro, Mari	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Korpi, Thomas	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Roberge, Robert	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Pasternak, Nancy	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Luhtanen, Joan	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Motion approved unanimously.

Approve/Amend Agenda

J. Luhtanen requested approval or amendment of the meeting agenda.

Action: J. Luhtanen would like to add the Contract for M. Rooney to the Contract Grid. J. Lindow would like to add General Fund Summary to Finance.

Motion by: M. Negro Seconded by: A. Martin to approve the Agenda with the additions to finance and the Contract Grid.

Roll Call Vote:

Dehn, Janet	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	Phillips, Patricia	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Gromala, Steven	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Martin, Ann	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Danielson, James	<input type="checkbox"/> Yes <input type="checkbox"/> No
Hofer, Millie	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Negro, Mari	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Korpi, Thomas	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Roberge, Robert	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Pasternak, Nancy	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Luhtanen, Joan	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Motion approved unanimously.

Presentation:

No presentation currently.

New Business:

Annual Policy Review

J. Cescolini discussed the policies that are up for annual review with the Board. Miscellaneous questions addressed.

Outcome: Consent Agenda next meeting.

Finance

Balance Sheet ending September 30, 2020

J. Lindow reviewed the Balances Sheet ending September 30, 2020 with the Board. Miscellaneous questions addressed.

Outcome: Consent Agenda next meeting.

Balance Sheet ending October 31, 2020

J. Lindow reviewed the Balances Sheet ending October 31, 2020 with the Board. Miscellaneous questions addressed.

Outcome: Consent Agenda next meeting.

Balance Sheet ending November 30, 2020

J. Lindow reviewed the Balances Sheet ending November 30, 2020 with the Board. Miscellaneous questions addressed.

Outcome: Consent Agenda next meeting.



Board of Directors Meeting Minutes

715 Pyle Drive
Kingsford, MI 49802
(906) 774-0522

Contract Grid – February 4, 2021

Contracts were presented as follows: ALS, Bonnie Daligga and the addition of the Contract with Megan Rooney, CFO NorthCare.
Motion by: M. Hofer **Seconded by:** J. Dehn to move the Contract Grid – February 4, 2021 and the Contract with Megan Rooney to an ACTION item at present meeting.

Roll Call Vote:

Dehn, Janet		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Phillips, Patricia		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Gromala, Steven		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Martin, Ann		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Hofer, Millie		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Negro, Mari		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Roberge, Robert		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Pasternak, Nancy		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

Motion approved unanimously.

Motion by: M. Negro **Seconded by:** P. Phillips to approve the Contract Grid – February 4, 2021 and the addition of the Contract with Megan Rooney, CFO NorthCare at present meeting.

Roll Call Vote:

Roll Call Vote:					
Dehn, Janet	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No		Phillips, Patricia	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Gromala, Steven	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Martin, Ann	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Danielson, James	<input type="checkbox"/> Yes <input type="checkbox"/> No
Hofer, Millie	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Negro, Mari	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Korpi, Thomas	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Roberge, Robert	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Pasternak, Nancy	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Luhtanen, Joan	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Motion approved unanimously.

Recipient Rights Renewal Application (William Bouchard)

Board reviewed the application for renewal of the three term for Mr. Bouchard.

Outcome: Consent Agenda next meeting.

Miscellaneous Board/Committee Reports

CMHAM Weekly Report – January 22, 2020

Outcome: Place on file.

2021 Annual Board Self-Study & 2021 Confidentiality Statement

Please return your signed acknowledgement and confidentiality statements to Vivien.

Public Comment

None

Board Comment

M. Hofer asked J. Cescolini about the organizational chart being sent to Board members. J. Cescolini informed M. Hofer she had emailed the chart after the last meeting. J. Cescolini will have V. Johnson send out a paper copy of the organizational chart in the next Board packet.

M. Negro asked the Board about the open seat that Dickinson County needs to fill. A. Martin believes it will be on the Dickinson County Board Meeting agenda for Monday.

R. Roberge would like a Zoom link to be continued to be email to the Board. J. Cescolini will continue to email the Board Monday and the day before a Board meeting with the Zoom link.



Board of Directors Meeting Minutes

715 Pyle Drive
Kingsford, MI 49802
(906) 774-0522

A. Martin and other Board members thanked J. Lindow for her years of service and dedication to Northpointe.

P. Phillips informed the Board she will be in Mexico the next meeting but will try to connect to the meeting.

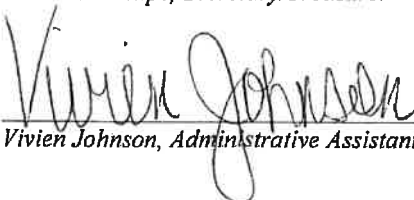
J. Luhtanen attended a Zoom meeting with the GLRMH Executive committee. The committee is planning to have a Fall Conference in September the 12-14th at the Baraga Lakeside Inn. J. Luhtanen encouraged new Board members to attend.

J. Luhtanen, Chairperson, adjourned the meeting at 6:21 pm

The next Regular Board meeting is scheduled for Thursday, February 18, 2021 at 4:30 pm via Zoom/telephone.


Joan Luhtanen, Chairperson


Patricia Phillips, Secretary/Treasurer


Vivien Johnson, Administrative Assistant



Board of Directors Meeting Minutes

715 Pyle Drive
Kingsford, MI 49802
(906) 774-0522

7-6-6
4-26-21

Meeting Date: 2/18/2021

Meeting Time: 4:30 pm

Location:

Online - ZOOM <https://zoom.us>

Via Phone - 1 646 558 8656

Meeting ID: 906 779 0545

Password: 1234

Call to Order

J. Luhtanen, Chairperson, called the meeting to order at 4:30 pm

Roll Call

V. Johnson Administrative Assistant conducted the roll call

Member	Attendance	Member	Attendance
Dehn, Janet**	<input type="checkbox"/> Present <input type="checkbox"/> Absent <input type="checkbox"/> Excused Absent <input checked="" type="checkbox"/> Joined at 4:35 pm	Pasternak, Nancy*	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent <input type="checkbox"/> Excused Absent <input type="checkbox"/> Joined at
Gromala, Steven* Menominee County Menominee, MI	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent <input type="checkbox"/> Excused Absent <input type="checkbox"/> Joined at * Present but having audio issues.	Phillips, Patricia* Meyer Township Menominee, MI	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent <input type="checkbox"/> Excused Absent <input type="checkbox"/> Joined at * Present but having audio issues.
Hofer, Millie* Menominee County Menominee, MI	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent <input type="checkbox"/> Excused Absent <input type="checkbox"/> Joined at	Korpi, Thomas* Iron River Iron County, MI	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent <input type="checkbox"/> Excused Absent <input type="checkbox"/> Joined at
Roberge, Robert* Breitung Township Dickinson County	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent <input type="checkbox"/> Excused Absent <input type="checkbox"/> Joined at	Danielson, James* Norway Township Dickinson County	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent <input type="checkbox"/> Excused Absent <input type="checkbox"/> Joined at
Martin, Ann* Iron Mountain Dickinson County	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent <input type="checkbox"/> Excused Absent <input type="checkbox"/> Joined at	Luhtanen, Joan* Iron Mountain Dickinson County	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent <input type="checkbox"/> Excused Absent <input type="checkbox"/> Joined at
Negro, Mari* Meyer Township Menominee, MI	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent <input type="checkbox"/> Excused Absent <input type="checkbox"/> Joined at		<input type="checkbox"/> Present <input type="checkbox"/> Absent <input type="checkbox"/> Excused Absent <input type="checkbox"/> Joined at

* Zoom conference from alternate site

** Telephone attendance

Representing Administration

J. Cescolini, M. Rooney, V. Johnson

Pledge of Allegiance

Withheld do to COVID-19

Public Comment

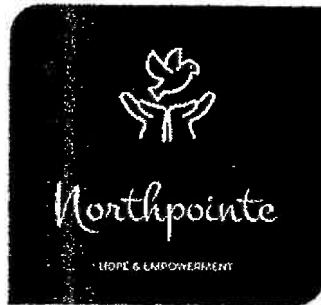
None

Approve/Amend Consent Agenda

J. Luhtanen requested approval or amendment of the Consent Agenda.

M. Negro noted a change in wording on page 4 under Board comments P. Phillips it should read connect to the meeting.

Motion by: M. Negro **Second by:** T. Korpi to approve Consent Agenda with corrections to the meeting minutes.



Board of Directors Meeting Minutes

715 Pyle Drive
Kingsford, MI 49802
(906) 774-0522

Roll Call Vote:

Dehn, Janet	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No		Phillips, Patricia	<input type="checkbox"/> Yes <input type="checkbox"/> No
Gromala, Steven	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Martin, Ann	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Danielson, James	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Hofer, Millie	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Negro, Mari	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Korpi, Thomas	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Roberge, Robert	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Pasternak, Nancy	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Luhtanen, Joan	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Motion approved unanimously. * P. Phillips was in attendance but having audio trouble.

Approve/Amend Agenda

J. Luhtanen requested approval or amendment of the meeting agenda.

Motion by: T. Korpi Seconded by: A. Martin to approve the Agenda as presented.

Roll Call Vote:

Roll Call Vote:					
Dehn, Janet	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	Phillips, Patricia	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Gromala, Steven	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Martin, Ann	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Danielson, James	<input type="checkbox"/> Yes <input type="checkbox"/> No
Hofer, Millie	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Negro, Mari	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Korpi, Thomas	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Roberge, Robert	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Pasternak, Nancy	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Luhtanen, Joan	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Motion approved unanimously. * P. Phillips was in attendance but having audio trouble.

Presentation:

No presentation currently.

New Business:

Annual Policy Review

J. Cescolini discussed the policies that are up for annual review with the Board. Miscellaneous questions addressed.

Outcome: Consent Agenda next meeting.

Finance

Balance Sheet ending December 31, 2020

M. Rooney reviewed the Balances Sheet ending December 31, 2020 with the Board. Miscellaneous questions addressed.

Outcome: Consent Agenda next meeting.

Income Statement ending December 31, 2020

M. Rooney reviewed the Income Statement ending December 31, 2020 with the Board. Miscellaneous questions addressed.

Outcome: Consent Agenda next meeting.

Funding Source Summary through December 31, 2020

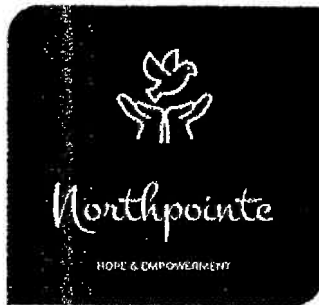
M. Rooney reviewed the Funding Source Summary with the Board. Miscellaneous questions addressed.

Outcome: Consent Agenda next meeting.

Check Disbursement Report January 2021

M. Rooney reviewed the Check Disbursement Report with the Board. Miscellaneous questions addressed.

Outcome: Consent Agenda next meeting.



Board of Directors Meeting Minutes

715 Pyle Drive
Kingsford, MI 49802
(906) 774-0522

Contract Grid – February 4, 2021

Contracts were presented as follows Birchwood AFC, Kutha AFC, Stuart Wilson, FL, Insight.

Motion by: M. Negro **Seconded by:** N. Pasternak to move the Birchwood AFC and Kutha AFC contracts to an Action item at tonight's board meeting.

Roll Call Vote:

Dehn, Janet		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No		Phillips, Patricia		<input type="checkbox"/> Yes <input type="checkbox"/> No			
Gromala, Steven		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Martin, Ann		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Danielson, James		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Hofer, Millie		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Negro, Mari		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Korpi, Thomas		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Roberge, Robert		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Pasternak, Nancy		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Luhtanen, Joan		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

Motion approved unanimously. * P. Phillips was in attendance but having audio trouble.

Motion by: M. Negro **Seconded by:** T. Korpi to approve the Contracts for Birchwood AFC and Kutha AFC as presented at tonight's board meeting.

Roll Call Vote:

Dehn, Janet		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Phillips, Patricia		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Gromala, Steven		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Martin, Ann		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Hofer, Millie		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Negro, Mari		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Roberge, Robert		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		Pasternak, Nancy		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

Motion approved unanimously. * P. Phillips was in attendance but having audio trouble.

General Fund & Priority List

J. Cescolini reviewed the General Fund & Priority List with the Board. Miscellaneous questions address.

Outcome: Informational

Miscellaneous Board/Committee Reports

CMHAM Weekly Report – February 5, 2021

Outcome: Place on file.

Public Comment

K. Pirlot would like the Board to use caution on making changes to the By-laws. In the future it maybe very cumbersome to make changes to the document.

Board Comment

R. Roberge would like to encourage the Board to read page 9 of the By-laws Under Code of ethics. This section is very interesting. R. Roberge had a question about an open seat for Northpointe on the NorthCare Board. A. Martin & M. Negro both addressed R. Roberge's question. A. Martin will be filling the vacant seat till April elections at Northpointe.

M. Negro addressed the Board of a message she just received for P. Phillips that she is having issues calling into the meeting. But she is having a great time.

A. Martin reviewed with the Board some of the highlights of the February 17th NorthCare meeting.



Board of Directors Meeting Minutes

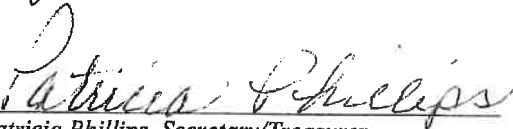
715 Pyle Drive
Kingsford, MI 49802
(906) 774-0522

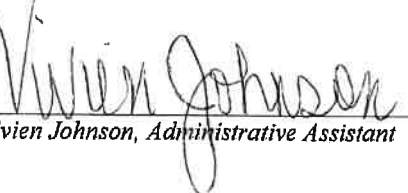
J. Luhtanen asked J. Cescolini if she would give an update at the next Board meeting about plans for reopening. J. Cescolini addressed her question and informed the Board that Northpointe is working with the Region to make a road map to opening the U.P.

J. Luhtanen, Chairperson, adjourned the meeting at 6:25 p.m.

The next Regular Board meeting is scheduled for Thursday, March 4th 4:30 pm via Zoom/telephone.


Joan Luhtanen, Chairperson


Patricia Phillips, Secretary/Treasurer


Vivien Johnson, Administrative Assistant



Board of Directors Meeting Minutes

715 Pyle Drive
Kingsford, MI 49802
(906) 774-0522

7-6-7
4-26-21

Meeting Date: 3/4/2021

Meeting Time: 4:30 pm

Location:

Online - ZOOM <https://zoom.us>

Via Phone - 1 646 558 8656

Meeting ID: 906 779 0545

Password: 1234

Call to Order

R. Roberge, Interim Vice-Chairperson, called the meeting to order at 4:32 pm

Roll Call

V. Johnson Administrative Assistant conducted the roll call

Member	Attendance	Member	Attendance
Dehn, Janet** Menominee, MI	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent <input type="checkbox"/> Excused Absent <input type="checkbox"/> Joined at	Pasternak, Nancy* Iron River Iron County, MI	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent <input type="checkbox"/> Excused Absent <input type="checkbox"/> Joined at
Gromala, Steven* Menominee County Menominee, MI	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent <input type="checkbox"/> Excused Absent <input type="checkbox"/> Joined at	Phillips, Patricia* Meyer Township Menominee, MI	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent <input type="checkbox"/> Excused Absent <input type="checkbox"/> Joined at
Hofer, Millie* Menominee County Menominee, MI	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent <input type="checkbox"/> Excused Absent <input type="checkbox"/> Joined at	Korpi, Thomas* Iron River Iron County, MI	<input type="checkbox"/> Present <input type="checkbox"/> Absent <input checked="" type="checkbox"/> Excused Absent <input type="checkbox"/> Joined at
Roberge, Robert* Breitung Township Dickinson County	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent <input type="checkbox"/> Excused Absent <input type="checkbox"/> Joined at	Danielson, James* Iron Mountain Dickinson County	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent <input type="checkbox"/> Excused Absent <input type="checkbox"/> Joined at
Martin, Ann* Iron Mountain Dickinson County	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent <input type="checkbox"/> Excused Absent <input type="checkbox"/> Joined at	Kevin Pirlot Iron Mountain, MI Dickinson County	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent <input type="checkbox"/> Excused Absent <input type="checkbox"/> Joined at
Negro, Mari* Meyer Township Menominee, MI	<input checked="" type="checkbox"/> Present <input type="checkbox"/> Absent <input type="checkbox"/> Excused Absent <input type="checkbox"/> Joined at	Luhtanen, Joan* Iron Mountain Dickinson County	<input type="checkbox"/> Present <input type="checkbox"/> Absent <input checked="" type="checkbox"/> Excused Absent <input type="checkbox"/> Joined at

* Zoom conference from alternate site

** Telephone attendance

Representing Administration

J. Cescolini, M. Rooney, V. Johnson

Pledge of Allegiance

Withheld do to COVID-19

Public Comment

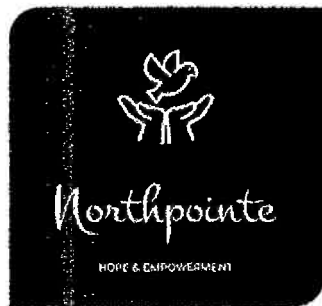
None

Approve/Amend Consent Agenda

R. Roberge requested approval or amendment of the Consent Agenda.

J. Cescolini would like to remove the Northpointe By-Laws off the Consent Agenda.

Motion by: A. Martin **Second by:** K. Pirlot to approve Consent Agenda with the removal of The Northpointe By-Laws from the Consent Agenda.



Board of Directors Meeting Minutes

715 Pyle Drive
Kingsford, MI 49802
(906) 774-0522

Roll Call Vote:

Dehn, Janet	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Pirlot, Kevin	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Phillips, Patricia	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Gromala, Steven	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Martin, Ann	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Danielson, James	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Hofer, Millie	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Negro, Mari	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Korpi, Thomas	<input type="checkbox"/> Yes <input type="checkbox"/> No
Roberge, Robert	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Pasternak, Nancy	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Luhtanen, Joan	<input type="checkbox"/> Yes <input type="checkbox"/> No

Motion approved unanimously.

Approve/Amend Agenda

R. Roberge requested approval or amendment of the meeting agenda.

J. Cescolini requested the removal of letter D the Endowment Fund Request. A. Martin would like to add under new business Letter L Northpointe By Laws.

Motion by: A. Martin Seconded by: P. Phillips to approve the amended Consent Agenda as presented.

Roll Call Vote:

Dehn, Janet	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Pirlot, Kevin	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Phillips, Patricia	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Gromala, Steven	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Martin, Ann	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Danielson, James	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Hofer, Millie	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Negro, Mari	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Korpi, Thomas	<input type="checkbox"/> Yes <input type="checkbox"/> No
Roberge, Robert	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Pasternak, Nancy	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Luhtanen, Joan	<input type="checkbox"/> Yes <input type="checkbox"/> No

Motion approved unanimously.

Presentation: School-Bases Services

Presenter: Christy Harvey

C. Harvey held a Zoom presentation with an overview of School-Based Services program. Presentation included information about School-bases services in Dickinson, Iron and Menominee Counties. Miscellaneous questions addressed. The Board thanked Christy for a wonderful presentation.

New Business:

AD Hoc Policy Revisions

Miscellaneous questions addressed.

Outcome: Consent Agenda next meeting.

Annual Policy Review

J. Cescolini discussed the policies that are up for annual review with the Board. Miscellaneous questions addressed.

Outcome: Consent Agenda next meeting.

Finance

J. Cescolini gave a brief overview of the Healthy Michigan Plan. Miscellaneous questions addressed.

Outcome: Informational

Direct Care Work Premium Pay Extension

J. Cescolini informed that the Direct Care Work Premium Pay Extension was passed by the Governor and will continue through this fiscal year. Miscellaneous questions addressed.

Outcome: Informational



Board of Directors Meeting Minutes

715 Pyle Drive
Kingsford, MI 49802
(906) 774-0522

Contract Grid – March 4, 2020 (Bellin Psych, Bedford, Gogebic Crisis)

J. Cescolini reviewed the following contracts for March 4, 2020 and addressed miscellaneous questions.

Motion by: M. Hofer **Seconded by:** A. Martin to move the Bellin Psych, Bedford, Gogebic Crisis contracts to an Action item at tonight's board meeting.

Roll Call Vote:

Dehn, Janet	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Pirlot, Kevin	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Phillips, Patricia	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Gromala, Steven	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Martin, Ann	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Danielson, James	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Hofer, Millie	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Negro, Mari	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Korpi, Thomas	<input type="checkbox"/> Yes <input type="checkbox"/> No
Roberge, Robert	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Pasternak, Nancy	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Luhtanen, Joan	<input type="checkbox"/> Yes <input type="checkbox"/> No

Motion approved unanimously.

Motion by: M. Negro **Seconded by:** P. Phillips to approve the Contracts for Bellin Psych, Bedford, Gogebic Crisis as presented at tonight's board meeting.

Roll Call Vote:

Dehn, Janet	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Pirlot, Kevin	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Phillips, Patricia	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Gromala, Steven	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Martin, Ann	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Danielson, James	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Hofer, Millie	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Negro, Mari	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Korpi, Thomas	<input type="checkbox"/> Yes <input type="checkbox"/> No
Roberge, Robert	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Pasternak, Nancy	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Luhtanen, Joan	<input type="checkbox"/> Yes <input type="checkbox"/> No

Motion approved unanimously.

CEO Report

J. Cescolini reviewed highlights from her CEO Report with the Board. Miscellaneous questions addressed.

Outcome: Informational

Outcomes and Performance Indicator Report – Quarter 1

J. Cescolini reviewed the Outcomes and Performance Indicators Report – Qtr. 1 with the Board. Miscellaneous questions addressed.

Outcome: Informational

Plan of Correction Monitoring Report – Quarter 1

J. Cescolini reviewed the Plan of Correction Monitoring Report – Qtr. 1 with the Board. Miscellaneous questions addressed.

Outcome: Informational

Miscellaneous Board/Committee Reports

CMHAM Weekly Report – February 5, 2021

Outcome: Place on file.

Utilization Management Committee FY 21 Quarterly Reporting

Miscellaneous questions addressed.

Outcome: Informational

REAL PROPERTY		PERSONAL PROPERTY		TOTAL	
UNIT	ASSESSED VALUATION	EQUALIZED VALUATION	ASSESSED VALUATION	EQUALIZED VALUATION	ASSESSED VALUATION
BREEN	29,845,000	29,845,000	2,598,500	2,598,500	32,443,500
BREITUNG	261,827,373	261,827,373	40,007,400	40,007,400	301,834,773
FELCH TOWNSHIP	40,591,200	40,591,200	7,059,600	7,059,600	47,650,800
NORWAY TOWNSHIP	71,258,600	71,258,600	2,327,100	2,327,100	73,585,700
SAGOLA TOWNSHIP	61,985,392	61,985,392	6,680,300	6,680,300	68,665,692
WAUCEDAH	62,846,900	62,846,900	3,097,600	3,097,600	65,944,500
WEST BRANCH	9,845,300	9,845,300	1,702,700	1,702,700	11,548,000
IRON MOUNTAIN	240,550,132	240,550,132	28,550,100	28,550,100	269,100,232
KINGSFORD	136,730,600	136,730,600	6,883,500	6,883,500	143,614,100
CITY OF NORWAY	62,970,900	62,970,900	1,668,700	1,668,700	64,639,600
TOTAL COUNTY	978,451,397	978,451,397	100,575,500	100,575,500	1,079,026,897
Pror Year	945,681,472	945,681,472	103,983,900	103,983,900	1,049,665,372
Value Change	32,769,925	32,769,925	-3,408,400	-3,408,400	29,361,525
					% Change
					2.80%

7-I-1

4-26-21

Dickinson County 2021 EQUALIZATION REPORT

April 26, 2021

REAL PROPERTY EQUALIZED VALUATIONS BY COUNTY BOARD OF COMMISSIONERS									
UNIT	AGRICULTURAL	COMMERCIAL	INDUSTRIAL	RESIDENTIAL	TIMBER CUTOVER	DEVELOPMENTAL	TOTAL REAL PROPERTY		
BREEN	3,215,300	187,600	0	21,642,300	4,799,800	0	29,845,000		
BREITUNG	1,475,200	23,733,800	24,448,600	212,169,773	0	0	261,827,373		
FELCH TOWNSHIP	1,394,200	332,800	381,300	33,833,500	4,649,400	0	40,591,200		
NORWAY TOWNSHIP	6,690,300	1,408,500	642,300	60,292,400	2,225,100	0	71,258,600		
SAGOLA TOWNSHIP	2,412,600	1,670,800	3,284,800	50,641,692	3,975,500	0	61,985,392		
WAUCEDA ^H	4,493,500	407,700	120,300	62,234,100	5,591,300	0	62,846,900		
WEST BRANCH	314,900	63,900	19,800	6,628,100	2,818,600	0	9,845,300		
IRON MOUNTAIN	0	84,144,346	9,124,700	147,281,086	0	0	240,550,132		
KINGSFORD	0	25,793,300	14,046,700	96,890,600	0	0	136,730,600		
CITY OF NORWAY	1,651,100	9,895,800	1,671,100	49,753,100	0	0	62,970,900		
TOTAL COUNTY	21,647,100	147,638,346	53,739,600	731,366,651	24,059,700	0	978,451,397		
Prior Year	21,436,200	147,962,565	51,233,100	700,668,987	24,080,600	0	945,681,472	% Change	
Value Change	210,900	-324,239	2,506,500	30,397,664	-20,900	0	32,769,925	3.5%	

REAL PROPERTY ASSESSED VALUATIONS BY BOARDS OF REVIEW									
UNIT	AGRICULTURAL	COMMERCIAL	INDUSTRIAL	RESIDENTIAL	TIMBER CUTOVER	DEVELOPMENTAL	TOTAL REAL PROPERTY		
BREEN	3,216,300	187,600	0	21,642,300	4,799,600	0	29,846,000		
BREITUNG	1,476,200	23,733,800	24,448,600	212,168,773	0	0	261,827,373		
FELCH TOWNSHIP	1,394,200	332,800	361,300	33,833,600	4,649,400	0	40,591,200		
NORWAY TOWNSHIP	6,690,300	1,408,500	642,300	60,292,400	2,225,100	0	71,258,600		
SAGOLA TOWNSHIP	2,412,600	1,670,800	3,284,800	50,641,692	3,976,500	0	61,985,392		
WAUCEDAH	4,493,500	407,700	120,300	52,234,100	5,591,300	0	62,846,900		
WEST BRANCH	314,900	63,900	19,800	6,628,100	2,818,600	0	9,845,300		
IRON MOUNTAIN	0	84,144,346	9,124,700	147,281,086	0	0	240,550,132		
KINGSFORD	0	26,793,300	14,046,700	96,890,600	0	0	136,730,600		
CITY OF NORWAY	1,651,100	9,896,600	1,671,100	49,753,100	0	0	62,970,900		
TOTAL COUNTY	21,647,100	147,638,346	53,739,600	731,366,651	24,069,700	0	978,451,397		
Prior Year	21,436,200	147,962,585	51,233,100	700,969,987	24,080,600	0	946,681,472		
Value Change	210,900	-324,239	2,606,500	30,397,664	-20,900	0	32,769,925	% Change	3.5%

AGRICULTURAL REAL PROPERTY							
UNIT	NO. OF PARCELS	ASSESSED VALUATION	EQUALIZED VALUATION	AMOUNT ADDED BY COUNTY	PERCENT OF COUNTY TOTAL	EQUALIZATION FACTOR	
BREEN	125	3,215,300	3,215,300	0	14.85326%	1.00000	
BREITUNG	40	1,475,200	1,475,200	0	6.81477%	1.00000	
FELCH TOWNSHIP	88	1,394,200	1,394,200	0	6.44059%	1.00000	
NORWAY TOWNSHIP	204	6,690,300	6,690,300	0	30.90622%	1.00000	
SAGOLA TOWNSHIP	44	2,412,600	2,412,600	0	11.14514%	1.00000	
WAUCEDAH	139	4,493,500	4,493,500	0	20.75798%	1.00000	
WEST BRANCH	15	314,900	314,900	0	1.45470%	1.00000	
IRON MOUNTAIN	0	0	0	0	0.00000%		
KINGSFORD	0	0	0	0	0.00000%		
CITY OF NORWAY	51	1,651,100	1,651,100	0	7.62735%	1.00000	
TOTAL COUNTY	706	21,647,100	21,647,100	0	100.0000%		
Prior Year	701	21,436,200	21,436,200	0	100.00000%	1.00000	
Value Change	5	210,900	210,900	0	0	0	% Change 1.0%

COMMERCIAL REAL PROPERTY							
UNIT	NO. OF PARCELS	ASSESSED VALUATION	EQUALIZED VALUATION	AMOUNT ADDED BY COUNTY	PERCENT OF COUNTY TOTAL	EQUALIZATION FACTOR	% Change
BREEN	7	187,600	187,600	0	0.12707%	1.00000	
BREITUNG	176	23,733,800	23,733,800	0	16.07563%	1.00000	
FELCH TOWNSHIP	6	332,800	332,800	0	0.22542%	1.00000	
NORWAY TOWNSHIP	43	1,408,500	1,408,500	0	0.95402%	1.00000	
SAGOLA TOWNSHIP	30	1,670,800	1,670,800	0	1.13168%	1.00000	
WAUCEDAH	8	407,700	407,700	0	0.27615%	1.00000	
WEST BRANCH	1	63,900	63,900	0	0.04328%	1.00000	
IRON MOUNTAIN	603	84,144,346	84,144,346	0	56.99356%	1.00000	
KINGSFORD	210	25,793,300	25,793,300	0	17.47060%	1.00000	
CITY OF NORWAY	123	9,895,600	9,895,600	0	6.70259%	1.00000	
TOTAL COUNTY	1,207	147,638,346	147,638,346	0	100.0000%		
Prior Year	1,230	147,982,585	147,982,585	0	100.0000%	1.00000	
Value Change	-23	-324,239	-324,239	0	0%	0.00000	-0.2%

INDUSTRIAL REAL PROPERTY							
UNIT	NO. OF PARCELS	ASSESSED VALUATION	EQUALIZED VALUATION	AMOUNT ADDED BY COUNTY	PERCENT OF COUNTY TOTAL	EQUALIZATION FACTOR	% Change
BREEN	0	0	0	0	0.00000%		
BREITUNG	99	24,448,600	24,448,600	0	45.48457%	1.00000	
FELCH TOWNSHIP	7	381,300	381,300	0	0.70953%	1.00000	
NORWAY TOWNSHIP	14	642,300	642,300	0	1.19521%	1.00000	
SAGOLA TOWNSHIP	20	3,284,800	3,284,800	0	6.11244%	1.00000	
WAUCEDAH	7	120,300	120,300	0	0.22386%	1.00000	
WEST BRANCH	1	19,800	19,800	0	0.03684%	1.00000	
IRON MOUNTAIN	39	9,124,700	9,124,700	0	16.97947%	1.00000	
KINGSFORD	28	14,046,700	14,046,700	0	26.13845%	1.00000	
CITY OF NORWAY	12	1,671,100	1,671,100	0	3.10962%	1.00000	
TOTAL COUNTY	227	53,739,600	53,739,600	0	99.99999%		
Prior Year	226	51,233,100	51,233,100	0	100.00000%	1.00000	
Value Change	1	2,506,500	2,506,500	0	0%	0.00000%	4.9%

Dickinson County
2021 EQUALIZATION REPORT

April 26, 2021

RESIDENTIAL REAL PROPERTY						
UNIT	NO. OF PARCELS	ASSESSED VALUATION	EQUALIZED VALUATION	AMOUNT ADDED BY COUNTY	PERCENT OF COUNTY TOTAL	EQUALIZATION FACTOR
BREEN	771	21,642,300	21,642,300	0	2.95916%	1.00000
BREITUNG	3,851	212,169,773	212,169,773	0	29.01004%	1.00000
FELCH TOWNSHIP	1,036	33,833,500	33,833,500	0	4.62607%	1.00000
NORWAY TOWNSHIP	1,241	60,292,400	60,292,400	0	8.24380%	1.00000
SAGOLA TOWNSHIP	1,338	50,641,692	50,641,692	0	6.92426%	1.00000
WAUCEDAH	1,103	52,234,100	52,234,100	0	7.14199%	1.00000
WEST BRANCH	287	6,628,100	6,628,100	0	0.90626%	1.00000
IRON MOUNTAIN	3,815	147,281,086	147,281,086	0	20.13779%	1.00000
KINGSFORD	2,311	96,890,600	96,890,600	0	13.24788%	1.00000
CITY OF NORWAY	1,357	49,753,100	49,753,100	0	6.80276%	1.00000
TOTAL COUNTY	17,110	731,366,651	731,366,651	0	100.0000%	
Prior Year	17,141	700,986,987	700,986,987	0	100.0000%	1.00000
Value Change	-31	30,397,664	30,397,664	0	0%	0.00000%
						% Change
						4.3%

TIMBER-CUTOVER REAL PROPERTY							
UNIT	NO. OF PARCELS	ASSESSED VALUATION	EQUALIZED VALUATION	AMOUNT ADDED BY COUNTY	PERCENT OF COUNTY TOTAL	EQUALIZATION FACTOR	
BREEN	223	4,799,800	4,799,800	0	19.94954%	1.00000	
BRETTUNG	0	0	0	0	0.00000%		
FELCH TOWNSHIP	235	4,649,400	4,649,400	0	19.32443%	1.00000	
NORWAY TOWNSHIP	95	2,225,100	2,225,100	0	9.24824%	1.00000	
SAGOLA TOWNSHIP	102	3,975,500	3,975,500	0	16.52348%	1.00000	
WAUCEDAH	215	5,591,300	5,591,300	0	23.23928%	1.00000	
WEST BRANCH	138	2,818,600	2,818,600	0	11.71503%	1.00000	
IRON MOUNTAIN	0	0	0	0	0.00000%		
KINGSFORD	0	0	0	0	0.00000%		
CITY OF NORWAY	0	0	0	0	0.00000%		
TOTAL COUNTY	1,008	24,059,700	24,059,700	0	100.00000%		
Prior Year	1,009	24,080,600	24,080,600	0	100.00000%	1.00000	
Value Change	-1	-20,900	-20,900	0	0%	0.00000%	% Change -0.1%

DEVELOPMENTAL REAL PROPERTY							
UNIT	NO. OF PARCELS	ASSESSED VALUATION	EQUALIZED VALUATION	AMOUNT ADDED BY COUNTY	PERCENT OF COUNTY TOTAL	EQUALIZATION FACTOR	
BREEN	0	0	0	0	#DIV/0!		
BREITUNG	0	0	0	0	#DIV/0!		
FELCH TOWNSHIP	0	0	0	0	#DIV/0!		
NORWAY TOWNSHIP	0	0	0	0	#DIV/0!		
SAGOLA TOWNSHIP	0	0	0	0	#DIV/0!		
WALCEDAH	0	0	0	0	#DIV/0!		
WEST BRANCH	0	0	0	0	#DIV/0!		
IRON MOUNTAIN	0	0	0	0	#DIV/0!		
KINGSFORD	0	0	0	0	#DIV/0!		
CITY OF NORWAY	0	0	0	0	#DIV/0!		
TOTAL COUNTY	0	0	0	0	#DIV/0!		
Prior Year	0	0	0	0	#DIV/0!		
Value Change	0	0	0	0	#DIV/0!		% Change #DIV/0!

PERSONAL PROPERTY							
UNIT	NO. OF PARCELS	ASSESSED VALUATION	EQUALIZED VALUATION	AMOUNT ADDED BY COUNTY	PERCENT OF COUNTY TOTAL	EQUALIZATION FACTOR	% Change
BREEN	9	2,598,500	2,598,500	0	2.58363%	1.00000	
BREITUNG	162	40,007,400	40,007,400	0	39.77847%	1.00000	
FELCH TOWNSHIP	25	7,059,600	7,059,600	0	7.01920%	1.00000	
NORWAY TOWNSHIP	15	2,327,100	2,327,100	0	2.31378%	1.00000	
SAGOLA TOWNSHIP	42	6,680,300	6,680,300	0	6.64207%	1.00000	
WAUCEDAH	11	3,097,600	3,097,600	0	3.07988%	1.00000	
WEST BRANCH	9	1,702,700	1,702,700	0	1.69296%	1.00000	
IRON MOUNTAIN	474	28,550,100	28,550,100	0	28.38673%	1.00000	
KINGSFORD	174	6,883,500	6,883,500	0	6.84411%	1.00000	
CITY OF NORWAY	110	1,668,700	1,668,700	0	1.65915%	1.00000	
TOTAL COUNTY	1,031	100,575,500	100,575,500	0	100.0000%		
Prior Year	1,061	103,983,900	103,983,900	0	100.0000%	1.00000	
Value Change	-30	-3,408,400	-3,408,400	0	0%	0.00000%	-3.3%

REAL PROPERTY TRUE CASH VALUES BY CLASS									
UNIT	AGRICULTURAL	COMMERCIAL	INDUSTRIAL	RESIDENTIAL	TIMBER CUTOVER	DEVELOPMENTAL	TOTAL REAL PROPERTY		
BREEN	6,434,690	377,110	0	43,342,308	9,670,028	0	59,824,136		
BREITUNG	2,960,861	48,010,793	49,088,436	425,077,097	0	0	525,137,177		
FELCH TOWNSHIP	2,790,122	673,163	765,988	68,442,812	9,329,782	0	82,001,867		
NORWAY TOWNSHIP	13,461,079	2,844,462	1,300,345	121,821,003	4,512,810	0	144,039,699		
SAGOLA TOWNSHIP	4,849,498	3,342,822	6,602,844	101,882,237	8,049,141	0	124,726,542		
WAUCEDAH	8,004,276	823,947	242,003	105,133,346	11,324,662	0	126,528,234		
WEST BRANCH	630,068	128,508	39,903	13,419,908	5,675,609	0	19,893,996		
IRON MOUNTAIN	0	169,279,745	18,283,473	295,378,490	0	0	482,941,708		
KINGSFORD	0	52,218,854	28,142,638	194,422,622	0	0	274,784,114		
CITY OF NORWAY	3,312,326	19,979,307	3,388,629	99,579,504	0	0	126,259,766		
TOTAL COUNTY	43,442,910	297,678,711	107,854,259	1,468,599,327	48,562,032	0	1,966,137,239		
Prior Year	43,088,446	298,974,656	103,114,814	1,411,893,183	48,607,320	0	1,905,658,418		
Value Change	374,465	-1,296,945	4,739,445	56,706,144	-45,288	0	60,478,821		% Change 3.2%

PERSONAL PROPERTY PARCEL COUNT BY CLASS							TOTAL PERSONAL	
UNIT	AGRICULTURAL	COMMERCIAL	INDUSTRIAL	RESIDENTIAL	UTILITY	PROPERTY		
BREEN	0	6	0	0	0	3	9	
BREITUNG	0	152	7	0	0	3	162	
FELCH TOWNSHIP	0	19	0	0	0	6	25	
NORWAY TOWNSHIP	0	10	1	0	0	4	15	
SAGOLA TOWNSHIP	0	32	4	0	0	6	42	
WAUCEDAH	0	8	0	0	0	3	11	
WEST BRANCH	0	4	0	0	0	5	9	
IRON MOUNTAIN	0	464	3	0	0	7	474	
KINGSFORD	0	158	13	0	0	3	174	
CITY OF NORWAY	0	101	3	0	0	6	110	
TOTAL COUNTY	0	954	31	0	0	46	1,031	
Prior Year		982	33	0	0	46	1,061	% Change
Value Change		-28	-2	0	0	0	-30	-2.8%

PERSONAL PROPERTY ASSESSED VALUATIONS BY BOARDS OF REVIEW						
UNIT	AGRICULTURAL	COMMERCIAL	INDUSTRIAL	RESIDENTIAL	UTILITY	TOTAL PERSONAL PROPERTY
BREEN	0	48,500	0	0	2,550,000	2,598,500
BREITUNG	0	3,644,300	15,488,300	0	20,874,800	40,007,400
FELCH TOWNSHIP	0	25,000	0	0	7,034,600	7,059,600
NORWAY TOWNSHIP	0	274,900	900	0	2,051,300	2,327,100
SAGOLA TOWNSHIP	0	688,100	14,800	0	5,977,400	6,680,300
WAUCEDAH	0	576,300	0	0	2,521,300	3,097,600
WEST BRANCH	0	80,250	0	0	1,622,450	1,702,700
IRON MOUNTAIN	0	18,772,600	93,500	0	9,684,000	28,550,100
KINGSFORD	0	1,710,400	2,005,300	0	3,167,800	6,883,500
CITY OF NORWAY	0	531,700	64,400	0	1,072,600	1,668,700
TOTAL COUNTY	0	26,352,050	17,667,200	0	56,556,250	100,575,500
Prior Year	0	27,389,180	19,073,700	0	57,541,050	103,983,930
Value Change	0	-1,037,130	-1,406,500	0	-984,800	-3,408,430
						% Change
						-3.3%

PERSONAL PROPERTY TRUE CASH VALUES BY CLASS						
UNIT	AGRICULTURAL	COMMERCIAL	INDUSTRIAL	RESIDENTIAL	UTILITY	TOTAL PERSONAL PROPERTY
BREEN	0	97,000	0	0	5,100,000	5,197,000
BREITUNG	0	7,288,600	30,976,600	0	41,749,600	80,014,800
FELCH TOWNSHIP	0	50,000	0	0	14,069,200	14,119,200
NORWAY TOWNSHIP	0	549,800	1,800	0	4,102,600	4,654,200
SAGOLA TOWNSHIP	0	1,376,200	29,600	0	11,954,800	13,360,600
WAUCEDAH	0	1,152,600	0	0	5,042,600	6,195,200
WEST BRANCH	0	160,500	0	0	3,244,900	3,405,400
IRON MOUNTAIN	0	37,545,200	187,000	0	19,368,000	57,100,200
KINGSFORD	0	3,420,800	4,010,600	0	6,335,600	13,767,000
CITY OF NORWAY	0	1,063,400	128,800	0	2,145,200	3,337,400
TOTAL COUNTY	0	52,704,100	35,334,400	0	113,112,500	201,151,000
Prior Year	0	54,738,300	38,147,400	0	115,082,100	207,967,800
Value Change	0	-2,034,200	-2,813,000	0	-1,969,600	-6,816,800
						% Change -3.3%

EQUALIZATION FACTORS							
UNIT	(101) AGRICULTURAL	(201) COMMERCIAL	(301) INDUSTRIAL	(401) RESIDENTIAL	(501) TIMBER-CUTOVER	(601) DEVELOPMENTAL	PERSONAL PROPERTY
BREEN	1.00000	1.00000		1.00000	1.00000		1.00000
BREITUNG	1.00000	1.00000	1.00000	1.00000			1.00000
FELCH TOWNSHIP	1.00000	1.00000	1.00000	1.00000	1.00000		1.00000
NORWAY TOWNSHIP	1.00000	1.00000	1.00000	1.00000	1.00000		1.00000
SAGOLA TOWNSHIP	1.00000	1.00000	1.00000	1.00000	1.00000		1.00000
WAUCEDAH	1.00000	1.00000	1.00000	1.00000	1.00000		1.00000
WEST BRANCH	1.00000	1.00000	1.00000	1.00000	1.00000		1.00000
IRON MOUNTAIN		1.00000	1.00000	1.00000			1.00000
KINGSFORD		1.00000	1.00000	1.00000			1.00000
CITY OF NORWAY	1.00000	1.00000	1.00000	1.00000			1.00000

REAL PROPERTY AV PERCENTAGE BREAKDOWN BY CLASS									
UNIT	AGRICULTURAL	COMMERCIAL	INDUSTRIAL	RESIDENTIAL	TIMBER	CUTOVER	DEVELOPMENTAL	TOTAL REAL PROPERTY	
BREEN	11%	1%	0%	73%	16%	0%	0%	101%	
BREITUNG	1%	9%	9%	81%	0%	0%	0%	100%	
FELCH TOWNSHIP	3%	1%	1%	83%	12%	0%	0%	100%	
NORWAY TOWNSHIP	9%	2%	1%	85%	3%	0%	0%	100%	
SAGOLA TOWNSHIP	4%	3%	5%	82%	6%	0%	0%	100%	
WALCEDAH	7%	1%	0%	83%	9%	0%	0%	100%	
WEST BRANCH	3%	1%	0%	67%	29%	0%	0%	100%	
IRON MOUNTAIN	0%	35%	4%	61%	0%	0%	0%	100%	
KINGSFORD	0%	19%	10%	70%	0%	0%	0%	99%	
CITY OF NORWAY	3%	16%	3%	78%	0%	0%	0%	100%	
TOTAL COUNTY	2%	15%	5%	75%	2%	0%	0%	99%	
Prior Year	2%	16%	5%	74%	3%	0%	0%	100%	
Value Change	0%	-1%	0%	1%	-1%	0%	0%	-1%	% Change -1.0%

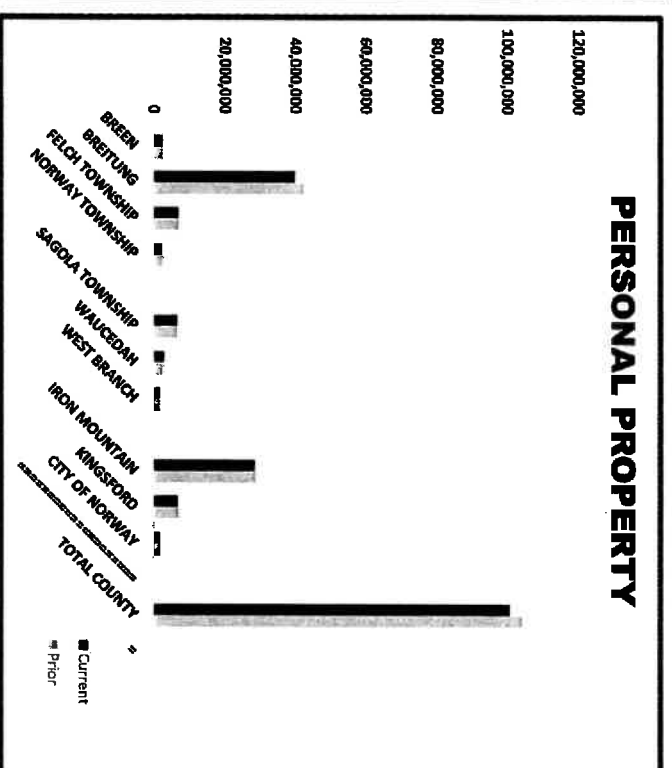
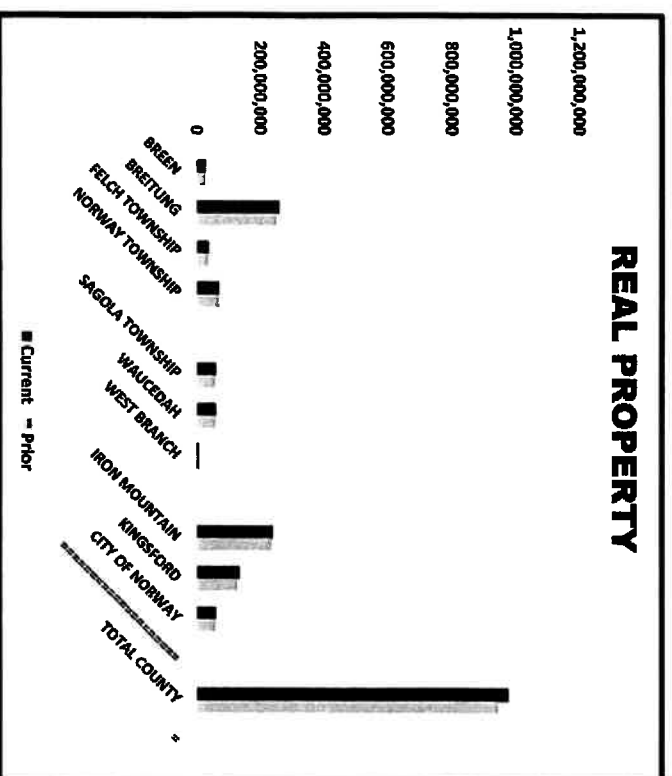
PERSONAL PROPERTY AND PERCENTAGE BREAKDOWN BY CLASS

		TOTAL PERSONAL					
UNIT	AGRICULTURAL	COMMERCIAL	INDUSTRIAL	RESIDENTIAL	UTILITY	PROPERTY	
BREEN	0%	2%	0%	0%	98%	100%	
BRETUNG	0%	9%	39%	0%	52%	100%	
FELCH TOWNSHIP	0%	0%	0%	0%	100%	100%	
NORWAY TOWNSHIP	0%	12%	0%	0%	88%	100%	
SAGOLA TOWNSHIP	0%	10%	0%	0%	89%	99%	
WAUCEDAH	0%	19%	0%	0%	81%	100%	
WEST BRANCH	0%	5%	0%	0%	95%	100%	
IRON MOUNTAIN	0%	66%	0%	0%	34%	100%	
KINGSFORD	0%	25%	29%	0%	46%	100%	
CITY OF NORWAY	0%	32%	4%	0%	64%	100%	
TOTAL COUNTY	0%	26%	18%	0%	56%	100%	
Prior Year	0%	28%	18%	0%	55%	100%	% Change
Value Change	0%	0%	-1%	0%	1%	0%	0%

COUNTY EQUALIZED VALUATION BY SCHOOL DISTRICT						
	REAL PROPERTY	PERSONAL PROPERTY	TOTAL C.E.V.			
IRON MOUNTAIN 22010						
IRON MOUNTAIN	216,560,932	25,415,100	241,976,032	236,696,605	% Change	
	Prior Year			5,279,427	2.2%	
	Value Change					
NORWAY-VULCAN						
CITY OF NORWAY	62,970,900	1,668,700	64,639,600			
NORWAY TOWNSHIP	71,258,600	2,327,100	73,585,700			
WAUCEDAH TOWNSHIP	62,846,900	3,097,600	65,944,500			
	Prior Year		204,169,800	199,458,000	% Change	
	Value Change		4,711,800		2.4%	
DISTRICT TOTALS	197,076,400	7,093,400	204,169,800			
	Prior Year					
	Value Change					
BREITUNG TOWNSHIP						
CITY OF KINGSFORD	136,730,600	6,883,500	143,614,100			
BREITUNG TOWNSHIP	261,827,373	40,007,400	301,834,773			
CITY OF IRON MOUNTAIN	23,989,200	3,135,000	27,124,200			
	Prior Year		472,573,073	458,365,247	% Change	
	Value Change		14,207,826		3.1%	
DISTRICT TOTALS	422,547,173	50,025,900	472,573,073			
	Prior Year					
	Value Change					
NORTH DICKINSON						
BREEN TOWNSHIP	29,845,000	2,598,500	32,443,500			
FELCH TOWNSHIP	40,591,200	7,059,600	47,650,800			
SAGOLA TOWNSHIP	61,985,392	6,680,300	68,665,692			
WEST BRANCH TOWNSHIP	9,845,300	1,702,700	11,548,000			
	Prior Year		160,307,992	155,145,520	% Change	
	Value Change		5,162,472		3.3%	
DISTRICT TOTALS	142,266,892	18,041,100	160,307,992			
	Prior Year					
	Value Change					
TOTAL COUNTY EQUALIZED VALUATION						
	978,451,397	100,575,500	1,079,026,897	1,049,665,372	% Change	
	Prior Year			29,361,525	2.8%	
	Value Change					

PARCEL COUNT													
UNIT	AGR	COMM	IND	RES	TC	DEV	TOTAL REAL	TOTAL PERSONAL	TOTAL TAXABLE	TAX EXEMPT	UNCLAS	TOTAL	
BREEN	125	7	0	771	223	0	1,126	9	1,135	54	102	1,291	
BREITLING	40	176	99	3,851	0	0	4,166	162	4,328	38	18	4,384	
FELCH TOWNSHIP	88	6	7	1,036	235	0	1,372	25	1,397	90	15	1,502	
NORWAY TOWNSHIP	204	43	14	1,241	95	0	1,597	15	1,612	36	1	1,649	
SAGOLA TOWNSHIP	44	30	20	1,338	102	0	1,534	42	1,576	21	109	1,706	
WAUCEDAH	139	8	7	1,103	215	0	1,472	11	1,483	61	37	1,581	
WEST BRANCH	15	1	1	287	138	0	442	9	451	25	90	566	
IRON MOUNTAIN	0	603	39	3,815	0	0	4,457	474	4,931	180	75	5,196	
KINGSFORD	0	210	28	2,311	0	0	2,649	174	2,723	126	80	2,929	
CITY OF NORWAY	51	123	12	1,357	0	0	1,543	110	1,653	63	27	1,743	
TOTAL COUNTY	706	1,207	227	17,110	1,008	0	20,258	1,031	21,289	704	554	22,547	
Prior Year	701	1,230	228	17,141	1,009	0	20,307	1,061	21,368	704	554	22,826	
Value Change	5	-23	1	-31	-1	0	-49	-30	-79	0	0	-279	% Change -0.3%

UNIT	REAL 2021 REAL Prio Yr. DIFFERENCE % CHANGE				PERS. 2021 PERS. Prio Yr. DIFFERENCE % CHANGE				DIFF REAL+PERS. %CHG+REAL+PERS.	
	ASSESSED VALUATION	ASSESSED VALUATION	ASSESSED VALUATION	ASSESSED VALUATION	ASSESSED VALUATION	ASSESSED VALUATION	ASSESSED VALUATION	ASSESSED VALUATION	ASSESSED VALUATION	ASSESSED VALUATION
BREEN	29,845,000	29,137,800	707,100	2.43%	2,598,500	2,704,300	-105,800	-3.91%	601,300	1.89%
BRETTUNG	261,827,373	262,408,247	9,419,126	3.73%	40,007,400	42,475,100	-2,467,700	-5.81%	6,951,426	2.36%
FELCH TOWNSHIP	40,581,200	38,681,800	1,899,300	4.91%	7,059,600	7,034,600	25,000	0.36%	1,924,300	4.21%
NORWAY TOWNSHIP	71,258,600	70,528,400	729,200	1.03%	2,327,100	2,591,300	-264,200	-10.20%	465,000	0.64%
SAGOLA TOWNSHIP	61,985,382	59,211,120	2,774,272	4.69%	6,680,300	6,715,600	-35,300	-0.53%	2,738,972	4.15%
WAUCEDAH	62,846,900	60,082,800	2,764,100	4.60%	3,097,600	2,861,100	236,500	8.27%	3,000,600	4.77%
WEST BRANCH	9,845,300	9,862,000	-116,700	-1.17%	1,702,700	1,688,100	14,600	0.86%	-102,100	-0.66%
IRON MOUNTAIN	240,550,132	235,368,805	5,181,227	2.20%	28,550,100	28,033,600	-483,500	-1.67%	4,697,727	1.78%
KINGSFORD	136,730,600	128,660,200	8,070,400	6.27%	6,883,500	7,115,800	-232,300	-3.26%	7,838,100	5.77%
CITY OF NORWAY	62,970,900	61,628,000	1,341,900	2.16%	1,668,700	1,764,400	-95,700	-5.42%	1,246,200	1.97%
TOTAL COUNTY	978,451,387	945,681,472	32,769,925	3.47%	100,575,500	103,983,800	-3,408,400	-3.28%	29,361,525	2.80%





Colligō GIS

635 Circle Drive
Iron Mountain, MI 49801
906-774-3440
contact@colligogis.com

7-I-2
4-26-21

April 7, 2021

Mr. Matthew Baumgartner
Equalization Director
Dickinson County
705 S. Stephenson Avenue
Iron Mountain, MI 49801

Re: 2021 Geographic Information System (GIS) Services
County Wide Parcel Maintenance and Mapping
Dickinson County, Michigan

Dear Mr. Baumgartner:

Colligo GIS (Colligo) is pleased to submit this proposal to Dickinson County, Michigan (County) for the above referenced services.

SCOPE OF SERVICES

- Colligo will work closely with necessary County personnel to review and become familiar with data and established processes.
- Colligo will compile, from internal sources, all of the County Townships and Cities that are currently contracting with Colligo for the above-mentioned parcel maintenance services. These Townships and Cities include:
 - Breitung Township
 - City of Iron Mountain
 - City of Kingsford
 - City of Norway
 - Norway Township
 - Sagola Township
 - Waucedah Township
- Colligo will assist the County in requesting all GIS data from County Townships not currently contracting with Colligo for the above-mentioned parcel maintenance services. These Townships include:
 - Breen Township
 - Felch Township
 - West Branch Township

- Colligo will incorporate all internal, and requested, data necessary to create a County-wide GIS parcel database and map. This data will include:
 - PLSS
 - Town-Range
 - Section
 - Quarter-Quarter Section Lines
 - Political
 - Civil Township Boundaries
 - Incorporated City Boundaries
 - Transportation
 - Road Centerlines
 - Hydrography
 - Rivers and streams
 - Lakes
- Colligo will assist the County in exporting the necessary assessing data from the BS&A assessing software. If applicable, Colligo will assist individual Townships and Cities in exporting the necessary assessing data from their BS&A assessing software. Colligo assumes that Cities/Townships that have been mapped by a party/parties other than Colligo may be incomplete and will need to be updated. If this occurs, Colligo will notify the County and corresponding City/Township and, if requested, prepare a written scope of services and cost proposal for approval prior to the commencement of work. Colligo will determine if this is necessary by comparing the compiled GIS parcel data previously mentioned to the County's BS&A assessing database. A list of parcels found in the assessing database that do not have a match in the GIS parcel layer will be created and provided to the County and corresponding City/Township. Conversely, a list of parcels found in the GIS parcel layer that do not have a match in the assessing database will also be created and provided to the County and corresponding City/Township. This comparison will be completed by a Parcel Identification Number (PNUM) comparison between the compiled GIS parcel layer and the County BS&A assessing database.
- If additional parcel mapping is required, Colligo will map all parcels to the PLSS Town-Range, Section, and Quarter-Quarter Section data previously mentioned. All parcels will be created as closed polygon features. Individual parcels will be created through one of the following methods:
 - Coordinate geometry (COGO) processes. Parcel boundaries will be created from the metes-and-bounds and general legal descriptions found in the BS&A tax database.
 - Best fit. This will be accomplished by reviewing data of neighboring parcels, aerial imagery and other available data sources.

- Parcel splits/combinations found by the County, within a Township/City boundary that is currently being maintained by Colligo and were inadvertently omitted from past years updates will be incorporated into the map at no cost to the County, Township or City. Costs may arise if parcel splits/combinations are found in within a Township/City boundary not currently being maintained by Colligo.
- Parcel corrections requested by the County will be completed within 30 days of being received by Colligo.
- Colligo will attach individual Parcel Identification Number's (PNUM) to all created parcels. Additional associated attribution will also be incorporated to each individual parcel by linking all required assessing data exported from the County BS&A assessing database. These attributes will include but not necessarily be limited to:
 - Parcel Owner and Address
 - Parcel Address
 - Abbreviated Legal Description
 - Land Valuation
 - i. Land Value
 - ii. Land Assessed Value
 - iii. Acreage
 - Structure Valuation
 - i. House Square Footage
 - ii. Garage Square Footage
 - iii. Number of Bedrooms
 - iv. Number of Baths
 - v. Year Built
 - Assessed Valuation
 - i. Property Class
 - ii. Assess Value
 - iii. Taxable Value
 - iv. Percent Principal Residence
 - Sales History
 - i. Last Sale Date
 - ii. Last Sale Amount
- Colligo will work with necessary County, Township and City personnel to create a scheduled BS&A data update.

- Colligo will, using the GIS data listed above, host an internet-based GIS application. Web access to this data will be provided to the public, upon County approval, creating the ability to perform tasks that will include:
 - Data Searches
 - Data Reporting
 - Map Creation
- Colligo will incorporate County provided GIS points of interest into the County-wide map as part of this effort. Prior to incorporation, Colligo will review the provided data and inform the County if additional information is required to create a more accurate position for these points. If this effort is found to be more substantial than anticipated, Colligo will discuss this matter with the County prior to work continuing. If requested, Colligo will provide the County with a written scope of services and cost proposal for approval.
- The County and Colligo understand that each party may terminate this agreement at any time. Intent to terminate must be communicated in writing 60 days prior to the intended termination date. Colligo will Refund any pre-paid fees for the period following the effective date of termination.

Assumptions

If, during the course of the project, it is found that other services or incorporation of other data is required by the County, individual Township or City, a necessary cost of services increase may arise. If so, Colligo will notify the County, Township or City and prepare a written scope of services and cost proposal for approval prior to the commencement of work. Examples of this data would include:

- Utility Incorporation
- Road PASER Ratings
- Proposed Development Mapping
- Aerial Mapping Data
- Data Spatial Correction
- Remonumentation Survey Data Incorporation
- PLSS Rectification that also requires substantial parcel adjustment
- Map Printing

All data is, and will remain, the property of the County.

Fees

In accordance with the assumptions and conditions set forth in this letter the scope of services listed above will be completed for a lump sum amount of \$5,000 retroactively from January 1, 2021 through December 31, 2021.

April 7, 2021

Page 5

Colligo proposes to continue data and web maintenance from January 1, 2022 through December 31, 2023 for a lump sum fee of \$3,600, but will review this with the County before continuing for 2024.

If the County requires advanced Colligo desktop or mobile capabilities, they can be provided at the subscription rates listed on the Colligo GIS pricing page: ColligoGIS.com/pricing.

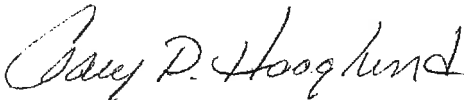
Performance Schedule

Colligo anticipates starting work upon receipt of a signed Colligo Cloud Services Agreement and Work Order and will complete all tasks in a timeframe not to exceed eight (8) weeks.

If you accept this proposal, please endorse both copies of the attached Colligo Cloud Services Agreement and Work Order No. 1 and return one copy of each to this office. Please retain one copy of each for your files.

We appreciate the opportunity to submit this proposal and if you have any questions or comments, please call me at (906) 774-3440.

Sincerely,
COLLIGO GIS



Gary D. Hoaglund (of Coleman Engineering on behalf of Colligo GIS)
GIS Manager

GDH/grp

Enclosures

cc: Ms. Lois Ellis, DAEDA

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BY CLICKING THE "I ACCEPT" BUTTON OR OTHERWISE ACCEPTING THIS AGREEMENT THROUGH AN ORDERING DOCUMENT THAT INCORPORATES THIS AGREEMENT (THE "ORDERING DOCUMENT"), YOU AGREE TO FOLLOW AND BE BOUND BY THE TERMS AND CONDITIONS OF THIS AGREEMENT. IF YOU ARE ENTERING INTO THIS AGREEMENT ON BEHALF OF A COMPANY OR OTHER LEGAL ENTITY, YOU REPRESENT THAT YOU HAVE THE AUTHORITY TO BIND SUCH ENTITY TO THE TERMS AND CONDITIONS OF THIS AGREEMENT AND, IN SUCH EVENT, "YOU" AND "YOUR" AS USED IN THIS AGREEMENT SHALL REFER TO SUCH ENTITY, IF YOU DO NOT HAVE SUCH AUTHORITY, OR IF YOU DO NOT AGREE IF YOU ARE ENTERING INTO THIS AGREEMENT ON BEHALF OF A COMPANY OR OTHER LEGAL ENTITY, YOU REPRESENT THAT YOU HAVE THE AUTHORITY TO BIND SUCH ENTITY TO THE TERMS AND CONDITIONS OF THIS AGREEMENT AND, IN SUCH EVENT, "YOU" AND "YOUR" AS USED IN THIS AGREEMENT TO ALL THE TERMS AND CONDITIONS IN THIS AGREEMENT, YOU MUST SELECT THE "I DECLINE" BUTTON AND MAY NOT USE THE SERVICES.

COLLIGO CLOUD SERVICES AGREEMENT

AGREEMENT NO. CGIS1032

This Colligo Cloud Services Agreement (this "Agreement") is between Colligo GIS, Inc. ("Colligo") and the individual or entity that has executed this Agreement ("You"). This Agreement sets forth the terms and conditions that govern orders placed by You for Services under this Agreement.

1. AGREEMENT DEFINITIONS

1.1. "Ancillary Program" means any software agent or tool owned or licensed by Colligo that Colligo makes available to You for download as part of the Cloud Services for purposes of facilitating Your access to, operation of, and/or use with, the Services Environment. The term "Ancillary Program" does not include Separately Licensed Third-Party Technology.

1.2. "Auto Renew" or "Auto Renewal" is the process by which the Services Period of certain Cloud Services under an order is automatically extended for an additional Services Period unless such Services are otherwise terminated in accordance with the terms of the order or this Agreement. The Service Specifications incorporated into Your order define which Cloud Services are eligible for Auto Renewal as well as any terms applicable to any such renewal.

1.3. "Cloud Services" means, collectively, the Colligo cloud services (e.g., Colligo software as a service offerings and related Colligo Programs) listed in Your order and defined in the Service Specifications. The term "Cloud Services" does not include Professional Services.

1.4. "Colligo Programs" refers to the software products owned or licensed by Colligo to which Colligo grants You access as part of the Cloud Services, including Program Documentation, and any program updates provided as part of the Cloud Services. The term "Colligo Programs" does not include Separately Licensed Third-Party Technology.

1.5. "Professional Services" means, collectively, the consulting and other professional Services which You have ordered. Professional Services include any deliverables described in Your order and delivered by Colligo to You under the order. The term "Professional Services" does not include Cloud Services.

1.6. "Program Documentation" refers to the program user manuals for the Colligo Programs referenced within the Service Specifications for Cloud Services, as well as any help windows and readme files for such Colligo Programs that are accessible from within the Services. The Program Documentation describes technical and functional aspects of the Colligo Programs. You may access the documentation online at ColligoGIS.com/guide or such other address specified by Colligo.

1.7. "Separate Terms" refers to separate license terms that are specified in the Program Documentation, Service Specifications, readme or notice files and that apply to Separately Licensed Third-Party Technology.

1.8. "Separately Licensed Third-Party Technology" refers to third party technology that is licensed under Separate Terms and not under the terms of this Agreement.

1.9. "Services" means, collectively, both the Cloud Services and Professional Services that You have ordered.

1.10. "Services Environment" refers to the combination of hardware and software components owned, licensed or managed by Colligo to which Colligo grants You and Your Users access as part of the Cloud Services which You have ordered. As applicable and subject to the terms of this Agreement and Your order, Colligo Programs, Third Party Content, Your Content and Your Applications may be hosted in the Services Environment.

1.11. "Service Specifications" means the descriptions on ColligoGIS.com, or such other address specified by Colligo, that are applicable to the Services under Your order, including any Program Documentation, Colligo Cloud Hosting and Delivery Policies (e.g., support and security policies), and other descriptions referenced or incorporated in such descriptions.

1.12. "Services Period" refers to the period of time for which You ordered Cloud Services as specified in Your order.

1.13. "Third Party Content" means all text, files, images, graphics, illustrations, information, data, audio, video, photographs and other content and material, in any format, that are obtained or derived from third party sources outside of Colligo and made available to You through, within, or in conjunction with Your use of, the Cloud Services. Examples of Third-Party Content include data feeds, rss feeds, and data libraries and dictionaries. Third Party Content does not include Separately Licensed Third-Party Technology.

1.14. "Users" means those employees, contractors, and end users, as applicable, authorized by You or on Your behalf to use the Cloud Services in accordance with this Agreement and Your order.

1.15. "You" and "Your" refers to the individual or entity that has executed this Agreement.

1.16. "Your Applications" means all software programs, including any source code for such programs, that You or Your Users provide and load onto, or create using, any Colligo "platform-as-a-service" or "infrastructure-as-a-service" Cloud Services. Services under this Agreement, including Colligo Programs and Services Environments, Colligo intellectual property, and all derivative works thereof, do not fall within the meaning of the term "Your Applications."

1.17. "Your Content" means all text, files, images, graphics, illustrations, information, data (including Personal Data as that term is defined in the Data Processing Agreement for Colligo Cloud Services described in Section 10.2 below), audio, video, photographs and other content and material (other than Your Applications), in any format, provided by You or Your Users that reside in, or run on or through, the Services Environment.

2. TERM OF AGREEMENT

This Agreement is valid for the order which this Agreement accompanies. This Agreement may also be referenced for any purchase that increases the quantity of the original Services ordered (e.g., additional Users), for any Cloud Services options offered by Colligo for the original Services ordered, and for any renewal or Auto Renewal of the Services Period of the original order.

3. RIGHTS GRANTED

3.1 For the duration of the Services Period and subject to Your payment obligations, and except as otherwise set forth in this Agreement or Your order, You have the non-exclusive, non-assignable, royalty free, worldwide limited right to access and use the Services that You ordered, including anything developed by Colligo and delivered to You as part of the Services, solely for Your internal business operations and subject to the terms of this Agreement and Your order, including the Service Specifications. You may allow Your Users to use the Services for this purpose and You are responsible for Your Users' compliance with this Agreement and the order.

3.2 You do not acquire under this Agreement any right or license to use the Services, including the Colligo Programs and Services Environment, in excess of the scope and/or duration of the Services stated in Your order. Upon the end of the Services ordered, Your right to access and use the Services will terminate.

3.3 To enable Colligo to provide You and Your Users with the Services, You grant Colligo the right to use, process and transmit, in accordance with this Agreement and Your order, Your Content and Your Applications for the duration of the Services Period plus any additional post-termination period during which Colligo provides You with access to retrieve an export file of Your Content and Your Applications. If Your Applications include third party programs, You acknowledge that Colligo may allow providers of those third party programs to access the Services Environment, including Your Content and Your Applications, as required for the interoperation of such third party programs with the Services. Colligo will not be responsible for any use, disclosure, modification or deletion of Your Content or Your Applications resulting from any such access by third party program providers or for the interoperability of such third-party programs with the Services.

3.4 Except as otherwise expressly set forth in Your order for certain Cloud Services offerings, you acknowledge that Colligo has no delivery obligation for Colligo Programs and will not ship copies of such programs to You as part of the Services.

3.5 The Services may contain or require the use of Separately Licensed Third-Party Technology. You are responsible for complying with the Separate Terms that govern your use of Separately Licensed Third-Party Technology. Colligo may provide certain notices to You in the Service Specifications, Program Documentation, readme or notice files in connection with such Separately Licensed Third-Party Technology. The third-party owner, author or provider of such Separately Licensed Third-Party Technology retains all ownership and intellectual property rights in and to such Separately Licensed Third-Party Technology.

3.6 As part of certain Cloud Services offerings, Colligo may provide You with access to Third Party Content within the Services Environment. The type and scope of any Third-Party Content is defined in the Service Specifications applicable to Your order. The third-party owner, author or provider of such Third-Party Content retains all ownership and intellectual property rights in and to that content, and Your rights to

use such Third-Party Content are subject to, and governed by, the terms applicable to such content as specified by such third-party owner, author or provider.

4. OWNERSHIP AND RESTRICTIONS

4.1 You retain all ownership and intellectual property rights in and to Your Content and Your Applications. Colligo or its licensors retain all ownership and intellectual property rights to the Services, including Colligo Programs and Ancillary Programs, and derivative works thereof, and to anything developed or delivered by or on behalf of Colligo under this Agreement.

4.2 You may not, or cause or permit others to: a) remove or modify any program markings or any notice of Colligo's or its licensors' proprietary rights; b) make the programs or materials resulting from the Services (excluding Your Content and Your Applications) available in any manner to any third party for use in the third party's business operations (unless such access is expressly permitted for the specific Services You have acquired); c) modify, make derivative works of, disassemble, decompile, or reverse engineer any part of the Services (the foregoing prohibition includes but is not limited to review of data structures or similar materials produced by programs), or access or use the Services in order to build or support, and/or assist a third party in building or supporting, products or Services competitive to Colligo; d) perform or disclose any benchmark or performance tests of the Services, including the Colligo Programs, without Colligo's prior written consent; e) perform or disclose any of the following security testing of the Services Environment or associated infrastructure without Colligo's prior written consent: network discovery, port and service identification, vulnerability scanning, password cracking, remote access testing, or penetration testing; and f) license, sell, rent, lease, transfer, assign, distribute, display, host, outsource, disclose, permit timesharing or service bureau use, or otherwise commercially exploit or make the Services, Colligo Programs, Ancillary Programs, Services Environments or materials available, to any third party, other than as expressly permitted under the terms of the applicable order.

4.3 The rights granted to You under this Agreement are also conditioned on the following:

- a) except as expressly provided herein or in Your order, no part of the Services may be copied, reproduced, distributed, republished, downloaded, displayed, posted or transmitted in any form or by any means, including but not limited to electronic, mechanical, photocopying, recording, or other means; and
- b) You make every reasonable effort to prevent unauthorized third parties from accessing the Services.

5. SERVICE SPECIFICATIONS

5.1 The Services are subject to and governed by Service Specifications applicable to Your order. Service Specifications may define provisioning and management processes applicable to the Services (such as capacity planning), types and quantities of system resources (such as storage allotments), functional and technical aspects of the Colligo Programs, as well as any Services deliverables. You acknowledge that use of the Services in a manner not consistent with the Service Specifications may adversely affect Services performance and/or may result in additional fees. If the Services permit You to exceed the ordered quantity (e.g., soft limits on counts for Users, sessions, storage, etc.), then You are responsible for promptly purchasing additional quantity to account for Your excess usage on Your next billing cycle.

5.2 Colligo may make changes or updates to the Services (such as infrastructure, security, technical configurations, application features, etc.) during the Services Period, including to reflect changes in technology, industry practices, patterns of system use, and availability of Third-Party Content. The Service Specifications are subject to change at Colligo's discretion; however, Colligo changes to the Service Specifications will not result in a material reduction in the level of performance or availability of the applicable Services provided to You for the duration of the Services Period.

6. USE OF THE SERVICES

6.1 You are responsible for identifying and authenticating all Users, for approving access by such Users to the Services, for controlling against unauthorized access by Users, and for maintaining the confidentiality of usernames, passwords and account information. By associating Your and Your Users' usernames, passwords and accounts with Colligo, You accept responsibility for the timely and proper termination of user records in Your local (intranet) identity infrastructure or on Your local computers. Colligo is not responsible for any harm caused by Your Users, including individuals who were not authorized to have access to the Services but who were able to gain access because usernames, passwords or accounts were not terminated on a timely basis in Your local identity management infrastructure or Your local computers. You are responsible for all activities that occur under Your and Your Users' usernames, passwords or accounts or as a result of Your or Your Users' access to the Services, and agree to notify Colligo immediately of any unauthorized use.

6.2 You agree not to use or permit use of the Services, including by uploading, emailing, posting, publishing or otherwise transmitting any material, including Your Content, Your Applications and Third Party Content, for any purpose that may (a) menace or harass any person or cause damage or injury to any person or property, (b) involve the publication of any material that is false, defamatory, harassing or obscene, (c) violate privacy rights or promote bigotry, racism, hatred or harm, (d) constitute unsolicited bulk e-mail, "junk mail", "spam" or chain letters; (e) constitute an infringement of intellectual property or other proprietary rights, or (f) otherwise violate applicable laws, ordinances or regulations. In addition to any other rights afforded to Colligo under this Agreement, Colligo reserves the right, but has no obligation, to take remedial action if any material violates the foregoing restrictions, including the removal or disablement of access to such material. Colligo shall have no liability to You in the event that Colligo takes such action. You shall have sole responsibility for the accuracy, quality, integrity, legality, reliability, appropriateness and ownership of all of Your Content and Your Applications. You agree to defend and indemnify Colligo against any claim arising out of a violation of Your obligations under this section.

6.3 You are required to accept all patches, bug fixes, updates, maintenance and service packs (collectively, "Patches") necessary for the proper function and security of the Services, including for the Colligo Programs, as such Patches are generally released by Colligo as described in the Service Specifications. Except for emergency or security related maintenance activities, Colligo will coordinate with You the scheduling of application of Patches, where possible, based on Colligo's next available standard maintenance window.

7. FEES AND TAXES

7.1 All fees payable to Colligo are due within 30 days from the invoice date. Once placed, Your order is noncancelable and the sums paid nonrefundable, except as provided in this Agreement or Your order. You will pay any sales, value-added or other similar taxes imposed by applicable law that Colligo must pay

based on the Services You ordered, except for taxes based on Colligo's income. Also, You will reimburse Colligo for reasonable expenses related to providing any Professional Services. Fees for Services listed in an order are exclusive of taxes and expenses.

7.2 You understand that You may receive multiple invoices for the Services You ordered. Invoices will be submitted to You pursuant to Colligo's Invoicing Standards Policy, which may be accessed at ColligoGIS.com/pricing.

7.3 You agree and acknowledge that You have not relied on the future availability of any Services, programs or updates in entering into the payment obligations in Your order; however, the preceding does not relieve Colligo of its obligation during the Services Period to deliver Services that You have ordered pursuant to the terms of this Agreement.

8. SERVICES PERIOD; END OF SERVICES

8.1 Services provided under this Agreement shall be provided for the Services Period defined in Your order, unless earlier suspended or terminated in accordance with this Agreement or the order. If stated in the Service Specifications, certain Cloud Services that are ordered will Auto Renew for additional Services Periods unless (i) You cancel Your account within the Colligo portal prior to Your next billing cycle, (ii) You provide Colligo with written notice no later than thirty (30) days prior to the end of the applicable Services Period of your intention not to renew such Cloud Services, or (iii) Colligo provides You with written notice no later than ninety (90) days prior to the end of the applicable Services Period of its intention not to renew such Cloud Services.

8.2 Upon the end of the Services, You no longer have rights to access or use the Services, including the associated Colligo Programs and Services Environments; however, at Your request, and for a period of up to 60 days after the end of the applicable Services, Colligo will make available to You Your Content and Your Applications as existing in the Services Environment on the date of termination. At the end of such 60-day period, and except as may be required by law, Colligo will delete or otherwise render inaccessible any of Your Content and Your Applications that remain in the Services Environment.

8.3 Colligo may temporarily suspend Your password, account, and access to or use of the Services if You or Your Users violate any provision within the 'Rights Granted', 'Ownership and Restrictions', 'Fees and Taxes', 'Use of the Services', or 'Export' sections of this Agreement, or if in Colligo's reasonable judgment, the Services or any component thereof are about to suffer a significant threat to security or functionality. Colligo will provide advance notice to You of any such suspension in Colligo's reasonable discretion based on the nature of the circumstances giving rise to the suspension. Colligo will use reasonable efforts to re-establish the affected Services promptly after Colligo determines, in its reasonable discretion, that the situation giving rise to the suspension has been cured; however, during any suspension period, Colligo will make available to You Your Content and Your Applications as existing in the Services Environment on the date of suspension. Colligo may terminate the Services under an order if any of the foregoing causes of suspension is not cured within 30 days after Colligo's initial notice thereof. Any suspension or termination by Colligo under this paragraph shall not excuse You from Your obligation to make payment(s) under this Agreement.

8.4 If either of us breaches a material term of this Agreement and fails to correct the breach within 30 days of written specification of the breach, then the breaching party is in default and the non-breaching party may terminate the order under which the breach occurred. If Colligo terminates the order as specified in the preceding sentence, You must pay within 30 days all amounts that have accrued prior to such termination, as well as all sums remaining unpaid for the Services ordered under this Agreement plus related taxes and expenses. Except for nonpayment of fees, the nonbreaching party may agree in its sole discretion to extend the 30-day period for so long as the breaching party continues reasonable efforts to cure the breach. You agree that if You are in default under this Agreement, You may not use those Services ordered.

8.5 Provisions that survive termination or expiration of this Agreement are those relating to limitation of liability, infringement indemnity, payment and others which by their nature are intended to survive.

9. NONDISCLOSURE

9.1 By virtue of this Agreement, the parties may have access to information that is confidential to one another ("Confidential Information"). We each agree to disclose only information that is required for the performance of obligations under this Agreement. Confidential information shall be limited to the terms and pricing under this Agreement, Your Content and Your Applications residing in the Services Environment, and all information clearly identified as confidential at the time of disclosure.

9.2 A party's Confidential Information shall not include information that: (a) is or becomes a part of the public domain through no act or omission of the other party; (b) was in the other party's lawful possession prior to the disclosure and had not been obtained by the other party either directly or indirectly from the disclosing party; (c) is lawfully disclosed to the other party by a third party without restriction on the disclosure; or (d) is independently developed by the other party.

9.3 We each agree not to disclose each other's Confidential Information to any third party other than as set forth in the following sentence for a period of three years from the date of the disclosing party's disclosure of the Confidential Information to the receiving party; however, Colligo will hold Your Confidential Information that resides within the Services Environment in confidence for as long as such information resides in the Services Environment. We each may disclose Confidential Information only to those employees, agents or subcontractors who are required to protect it against unauthorized disclosure in a manner no less protective than required under this Agreement. Colligo will protect the confidentiality of Your Content or Your Applications residing in the Services Environment in accordance with the Colligo security practices defined as part of the Service Specifications applicable to Your order. In addition, Your Personal Data will be treated in accordance with the terms of Section 10 below. Nothing shall prevent either party from disclosing the terms or pricing under this Agreement or orders placed under this Agreement in any legal proceeding arising from or in connection with this Agreement or from disclosing the Confidential Information to a governmental entity as required by law.

10. DATA PROTECTION

10.1 In performing the Services, Colligo will comply with the Colligo Services Privacy Policy, which is available at ColligoGIS.com/privacy and incorporated herein by reference. The Colligo Services Privacy Policy is subject to change at Colligo's discretion; however, Colligo policy changes will not result in a material reduction in the level of protection provided for Your Personal Data provided as part of Your

Content during the Services Period of Your order. The Colligo Services Privacy Policy describes the parties' respective roles for the control of Personal Data that You provide to Colligo as part of the Cloud Services. You agree to obtain and maintain any consents related to Your use of the Services and Colligo's provision of the Services, including those related to the use, transfer and disclosure of Personal Data.

10.2 The Service Specifications applicable to Your order define the safeguards applied to Your Content residing in the Services Environment, and describe other aspects of system management applicable to the Services. You are responsible for any security vulnerabilities, and the consequences of such vulnerabilities, arising from Your Content and Your Applications, including any viruses, Trojan horses, worms or other programming routines contained in Your Content or Your Applications that could limit or harm the functionality of a computer or that could damage, intercept or expropriate data.

11. WARRANTIES, DISCLAIMERS AND EXCLUSIVE REMEDIES

11.1 Colligo warrants that it will perform (i) Cloud Services in all material respects as described in the Service Specifications, and (ii) Professional Services in a professional manner in accordance with the Service Specifications. If the Services provided to You were not performed as warranted, You must promptly provide written notice to Colligo that describes the deficiency in the Services (including, as applicable, the service request number notifying Colligo of the deficiency in the Services).

11.2 COLLIGO DOES NOT GUARANTEE THAT (A) THE SERVICES WILL BE PERFORMED ERROR-FREE OR UNINTERRUPTED, OR THAT COLLIGO WILL CORRECT ALL SERVICES ERRORS, (B) THE SERVICES WILL OPERATE IN COMBINATION WITH YOUR CONTENT OR YOUR APPLICATIONS, OR WITH ANY OTHER HARDWARE, SOFTWARE, SYSTEMS OR DATA NOT PROVIDED BY COLLIGO, AND (C) THE SERVICES WILL MEET YOUR REQUIREMENTS, SPECIFICATIONS OR EXPECTATIONS. YOU ACKNOWLEDGE THAT COLLIGO DOES NOT CONTROL THE TRANSFER OF DATA OVER COMMUNICATIONS FACILITIES, INCLUDING THE INTERNET, AND THAT THE SERVICES MAY BE SUBJECT TO LIMITATIONS, DELAYS, AND OTHER PROBLEMS INHERENT IN THE USE OF SUCH COMMUNICATIONS FACILITIES. COLLIGO IS NOT RESPONSIBLE FOR ANY DELAYS, DELIVERY FAILURES, OR OTHER DAMAGE RESULTING FROM SUCH PROBLEMS. COLLIGO IS NOT RESPONSIBLE FOR ANY ISSUES RELATED TO THE PERFORMANCE, OPERATION OR SECURITY OF THE SERVICES THAT ARISE FROM YOUR CONTENT, YOUR APPLICATIONS OR THIRD-PARTY CONTENT. COLLIGO DOES NOT MAKE ANY REPRESENTATION OR WARRANTY REGARDING THE RELIABILITY, ACCURACY, COMPLETENESS, CORRECTNESS, OR USEFULNESS OF THIRD-PARTY CONTENT, AND DISCLAIMS ALL LIABILITIES ARISING FROM OR RELATED TO THIRD PARTY CONTENT.

11.3 FOR ANY BREACH OF THE SERVICES WARRANTY, YOUR EXCLUSIVE REMEDY AND COLLIGO'S ENTIRE LIABILITY SHALL BE THE CORRECTION OF THE DEFICIENT SERVICES THAT CAUSED THE BREACH OF WARRANTY, OR, IF COLLIGO CANNOT SUBSTANTIALLY CORRECT THE DEFICIENCY IN A COMMERCIALY REASONABLE MANNER, YOU MAY END THE DEFICIENT SERVICES AND COLLIGO WILL REFUND TO YOU THE FEES FOR THE TERMINATED SERVICES THAT YOU PRE-PAID TO COLLIGO FOR THE PERIOD FOLLOWING THE EFFECTIVE DATE OF TERMINATION.

11.4 TO THE EXTENT NOT PROHIBITED BY LAW, THESE WARRANTIES ARE EXCLUSIVE AND THERE ARE NO OTHER EXPRESS OR IMPLIED WARRANTIES OR CONDITIONS INCLUDING FOR SOFTWARE, HARDWARE, SYSTEMS, NETWORKS OR ENVIRONMENTS OR FOR MERCHANTABILITY, SATISFACTORY QUALITY AND FITNESS FOR A PARTICULAR PURPOSE.

12. LIMITATION OF LIABILITY

NEITHER PARTY SHALL BE LIABLE FOR ANY INDIRECT, INCIDENTAL, SPECIAL, PUNITIVE, OR CONSEQUENTIAL DAMAGES, OR ANY LOSS OF REVENUE OR PROFITS (EXCLUDING FEES UNDER THIS AGREEMENT), DATA, OR DATA USE. COLLIGO'S MAXIMUM LIABILITY FOR ALL DAMAGES ARISING OUT OF OR RELATED TO THIS AGREEMENT OR YOUR ORDER, WHETHER IN CONTRACT OR TORT, OR OTHERWISE, SHALL IN NO EVENT EXCEED, IN THE AGGREGATE, THE TOTAL AMOUNTS ACTUALLY PAID TO COLLIGO FOR THE SERVICES UNDER THE ORDER THAT IS THE SUBJECT OF THE CLAIM IN THE TWELVE (12) MONTH PERIOD IMMEDIATELY PRECEDING THE EVENT GIVING RISE TO SUCH CLAIM LESS ANY REFUNDS OR CREDITS RECEIVED BY YOU FROM COLLIGO UNDER SUCH ORDER.

13. INDEMNIFICATION

13.1 Subject to the terms of this Section 13 (Indemnification), if a third party makes a claim against either You or Colligo ("Recipient" which may refer to You or Colligo depending upon which party received the Material), that any information, design, specification, instruction, software, service, data, hardware, or material (collectively, "Material") furnished by either You or Colligo ("Provider" which may refer to You or Colligo depending on which party provided the Material) and used by the Recipient infringes the third party's intellectual property rights, the Provider, at the Provider's sole cost and expense, will defend the Recipient against the claim and indemnify the Recipient from the damages, liabilities, costs and expenses awarded by the court to the third party claiming infringement or the settlement agreed to by the Provider, if the Recipient does the following: a. notifies the Provider promptly in writing, not later than 30 days after the Recipient receives notice of the claim (or sooner if required by applicable law); b. gives the Provider sole control of the defense and any settlement negotiations; and c. gives the Provider the information, authority and assistance the Provider needs to defend against or settle the claim.

13.2 If the Provider believes or it is determined that any of the Material may have violated a third party's intellectual property rights, the Provider may choose to either modify the Material to be non-infringing (while substantially preserving its utility or functionality) or obtain a license to allow for continued use, or if these alternatives are not commercially reasonable, the Provider may end the license for, and require return of, the applicable Material and refund any unused, prepaid fees the Recipient may have paid to the other party for such Material. If such return materially affects Colligo's ability to meet its obligations under the relevant order, then Colligo may, at its option and upon 30 days prior written notice, terminate the order.

13.3 The Provider will not indemnify the Recipient if the Recipient (a) alters the Material or uses it outside the scope of use identified in the Provider's user or program documentation or Service Specifications, (b) uses a version of the Material which has been superseded, if the infringement claim could have been avoided by using an unaltered current version of the Material which was made available to the Recipient, or (c) continues to use the applicable Material after the end of the license to use that Material. The Provider will not indemnify the Recipient to the extent that an infringement claim is based upon any information, design, specification, instruction, software, service, data, hardware or material not furnished by the Provider. Colligo will not indemnify You for any portion of an infringement claim that is based upon the combination of any Material with any products or Services not provided by Colligo. Colligo will not indemnify You to the extent that an infringement claim is based on Third Party Content or any Material from a third-party portal or other external source that is accessible to You within or from the Services (e.g., a social media post from a third-party blog or forum, a third-party web page accessed via a hyperlink,

etc.). Colligo will not indemnify You for infringement caused by Your actions against any third party if the Services as delivered to You and used in accordance with the terms of this Agreement would not otherwise infringe any third-party intellectual property rights. Colligo will not indemnify You for any intellectual property infringement claim(s) known to You at the time Services rights are obtained.

13.4 The term "Material" defined above does not include Separately Licensed Third-Party Technology. Solely with respect to Separately Licensed Third Party Technology that is part of or is required to use the Cloud Services and that is used: (a) in unmodified form; (b) as part of or as required to use the Cloud Services; and (c) in accordance with the usage grant for the relevant Cloud Services and all other terms and conditions of this Agreement, Colligo will indemnify You for infringement claims for Separately Licensed Third Party Technology to the same extent as Colligo is required to provide infringement indemnification for Materials under the terms of the Agreement.

13.5 This Section 13 provides the parties' exclusive remedy for any infringement claims or damages.

14. THIRD PARTY WEB SITES, CONTENT, PRODUCTS AND SERVICES

14.1 The Services may enable You to link to, transmit Your Content to, or otherwise access, other web sites, content, products, services, and information of third parties. Colligo does not control and is not responsible for such web sites or any such content, products, services and information accessible from or provided through the Services, and You bear all risks associated with access to and use of such web sites and third-party content, products, services and information.

14.2 Any Third-Party Content made accessible by Colligo in or through the Services Environment is provided on an "as-is" and "as available" basis without any warranty of any kind. Third Party Content may be indecent, offensive, inaccurate, infringing or otherwise objectionable or unlawful, and You acknowledge that Colligo is not responsible for and under no obligation to control, monitor or correct Third Party Content; however, Colligo reserves the right to take remedial action if any such content violates applicable restrictions under Section 6.2 of this Agreement, including the removal of, or disablement of access to, such content.

14.3 You acknowledge that: (i) the nature, type, quality and availability of Third-Party Content may change at any time during the Services Period, and (ii) features of the Services that interoperate with third parties such as Facebook™, YouTube™ and Twitter™, etc. (each, a "Third Party Service"), depend on the continuing availability of such third parties' respective application programming interfaces (APIs) for use with the Services. Colligo may update, change or modify the Services under this Agreement as a result of a change in, or unavailability of, such Third-Party Content, Third Party Services or APIs. If any third-party ceases to make its Third-Party Content or APIs available on reasonable terms for the Services, as determined by Colligo in its sole discretion, Colligo may cease providing access to the affected Third-Party Content or Third-Party Services without any liability to you. Any changes to Third Party Content, Third Party Services or APIs, including their availability or unavailability, during the Services Period does not affect Your obligations under this Agreement or the applicable order, and You will not be entitled to any refund, credit or other compensation due to any such changes.

14.4 Any Third-Party Content that You store in Your Services Environment will count towards any storage or other allotments applicable to the Cloud Services that You ordered.

15. SERVICES TOOLS AND ANCILLARY PROGRAMS

15.1 Colligo may use tools, scripts, software, and utilities (collectively, the “Tools”) to monitor and administer the Services and to help resolve Your Colligo service requests. The Tools will not collect or store any of Your Content or Your Applications residing in the Services Environment, except as necessary to provide the Services or troubleshoot service requests or other problems in the Services. Information collected by the Tools (excluding Your Content and Your Applications) may also be used to assist in managing Colligo’s product and service portfolio, to help Colligo address deficiencies in its product and service offerings, and for license and Services management.

15.2 As part of the Cloud Services, Colligo may provide You with on-line access to download certain Ancillary Programs for use with the Services. If Colligo does not specify Separate Terms for such Ancillary Programs, You shall have a non-transferable, non-exclusive, non-assignable, limited right to use such Ancillary Programs solely to facilitate Your access to, operation of, and/or use of the Services Environment, subject to the terms of this Agreement and Your order. Your right to use such Ancillary Programs will terminate upon the earlier of Colligo’s notice (which may be through posting on ColligoGIS.com/support or such other URL designated by Colligo), the end of the Cloud Services associated with the Ancillary Programs, or the date on which the license to use the Ancillary Programs ends under the Separate Terms specified for such programs.

16. SERVICE ANALYSES

Colligo may (i) compile statistical and other information related to the performance, operation and use of the Services, and (ii) use data from the Services Environment in aggregated form for security and operations management, to create statistical analyses, and for research and development purposes (clauses i and ii are collectively referred to as “Service Analyses”). Colligo may make Service Analyses publicly available; however, Service Analyses will not incorporate Your Content or Confidential Information in a form that could serve to identify You or any individual, and Service Analyses do not constitute Personal Data. Colligo retains all intellectual property rights in Service Analyses.

17. EXPORT

Export laws and regulations of the United States and any other relevant local export laws and regulations apply to the Services. You agree that such export laws govern Your use of the Services (including technical data) and any Services deliverables provided under this Agreement, and You agree to comply with all such export laws and regulations (including “deemed export” and “deemed re-export” regulations). You agree that no data, information, software programs and/or materials resulting from Services (or direct product thereof) will be exported, directly or indirectly, in violation of these laws, or will be used for any purpose prohibited by these laws including, without limitation, nuclear, chemical, or biological weapons proliferation, or development of missile technology.

18. FORCE MAJEURE

Neither of us shall be responsible for failure or delay of performance if caused by: an act of war, hostility, or sabotage; act of God; pandemic; electrical, internet, or telecommunication outage that is not caused by the obligated party; government restrictions (including the denial or cancelation of any export, import or other license); or other event outside the reasonable control of the obligated party. We both will use reasonable efforts to mitigate the effect of a force majeure event. If such event continues for more than

30 days, either of us may cancel unperformed Services and affected orders upon written notice. This Section does not excuse either party's obligation to take reasonable steps to follow its normal disaster recovery procedures or Your obligation to pay for the Services.

19. GOVERNING LAW AND JURISDICTION

This Agreement is governed by the substantive and procedural laws of the State of Michigan and You and Colligo agree to submit to the exclusive jurisdiction of, and venue in, the courts in Dickinson County, Michigan, or the Federal Courts of the Western District of Michigan, Northern Division in any dispute arising out of or relating to this Agreement. The Uniform Computer Information Transactions Act does not apply to this Agreement or to orders placed under it.

20. NOTICE

20.1 Any notice required under this Agreement shall be provided to the other party in writing. If You have a dispute with Colligo or if You wish to provide a notice under the Indemnification Section of this Agreement, or if You become subject to insolvency or other similar legal proceedings, You will promptly send written notice to: Colligo at the following address: dispute@colligogis.com.

20.2 To request the termination of Services in accordance with this Agreement, You must submit a service request to Colligo at the address specified in Your order or the Service Specifications.

20.3 Colligo may give notices applicable to Colligo's Cloud Services customer base by means of a general notice on the Colligo portal for the Cloud Services, and notices specific to You by electronic mail to Your e-mail address on record in Colligo's account information or by written communication sent by first class mail or pre-paid post to Your address on record in Colligo's account information.

21. ASSIGNMENT

You may not assign this Agreement or give or transfer the Services (including the Colligo Programs) or an interest in them to another individual or entity. You may not grant a security interest in any portion of the Services, and if you do, the secured party has no right to use or transfer the Services or any deliverables. The foregoing shall not be construed to limit the rights You may otherwise have with respect to Separately Licensed Third-Party Technology licensed under open source or similar license terms.

22. OTHER

22.1 Colligo is an independent contractor and we both agree that no partnership, joint venture, or agency relationship exists between us. We each will be responsible for paying our own employees, including employment related taxes and insurance. You shall defend and indemnify Colligo against liability arising under any applicable laws, ordinances or regulations related to Your termination or modification of the employment of any of Your employees in connection with any Services under this Agreement. You understand that Colligo's business partners, including any third-party firms retained by You to provide consulting services or applications that interact with the Cloud Services, are independent of Colligo and are not Colligo's agents. Colligo is not liable for nor bound by any acts of any such business partner, unless the business partner is providing Services as an Colligo subcontractor on an engagement ordered under this Agreement and, if so, then only to the same extent as Colligo would be responsible for Colligo resources under this Agreement.

22.2 If any term of this Agreement is found to be invalid or unenforceable, the remaining provisions will remain effective and such term shall be replaced with another term consistent with the purpose and intent of this Agreement.

22.3 Except for actions for nonpayment or breach of Colligo's proprietary rights, no action, regardless of form, arising out of or relating to this Agreement may be brought by either party more than two years after the cause of action has accrued.

22.4 Colligo Programs and Services are not designed for or specifically intended for use in hazardous applications. You agree that it is Your responsibility to ensure safe use of Colligo Programs and Services in such applications. Specifically, when using mobile navigation components, You are responsible for ensuring safe use.

22.5 You shall obtain at Your sole expense any rights and consents from third parties necessary for Your Content, Your Applications, and Third-Party Content, as well as other vendor's products provided by You that You use with the Services, including such rights and consents as necessary for Colligo to perform the Services under this Agreement.

22.6 You agree to provide Colligo with all information, access and full good faith cooperation reasonably necessary to enable Colligo to provide the Services and You will perform the actions identified in Your order as Your responsibilities.

22.7 You remain solely responsible for Your regulatory compliance in connection with Your use of the Services. You are responsible for making Colligo aware of any technical requirements that result from Your regulatory obligations prior to entering into an order governed by this Agreement. Colligo will cooperate with your efforts to determine whether use of the standard Colligo Services offering is consistent with those requirements. Additional fees may apply to any additional work performed by Colligo or changes to the Services.

22.8 Colligo may audit Your use of the Services (e.g., through use of software tools) to assess whether Your use of the Services is in accordance with Your order. You agree to cooperate with Colligo's audit and provide reasonable assistance and access to information. Any such audit shall not unreasonably interfere with Your normal business operations. You agree to pay within 30 days of written notification any fees applicable to Your use of the Services in excess of Your rights. If You do not pay, Colligo can end Your Services and/or Your order. You agree that Colligo shall not be responsible for any of Your costs incurred in cooperating with the audit.

22.9 The purchase of Cloud Services, Professional Services, or other service offerings, programs or products are all separate offers and separate from any other order. You understand that you may purchase Cloud Services, Professional Services, or other service offerings, programs or products independently of any other order. Your obligation to pay under any order is not contingent on performance of any other service offerings or delivery of programs or products.

23. ENTIRE AGREEMENT

23.1 You agree that this Agreement and the information which is incorporated into this Agreement by written reference (including reference to information contained in a URL or referenced policy), together

with the applicable order, is the complete agreement for the Services ordered by You and supersedes all prior or contemporaneous agreements or representations, written or oral, regarding such Services.

23.2 It is expressly agreed that the terms of this Agreement and any Colligo order shall supersede the terms in any purchase order, procurement internet portal, or other similar non-Colligo document and no terms included in any such purchase order, portal, or other non-Colligo document shall apply to the Services ordered. In the event of any inconsistencies between the terms of an order and the Agreement, the order shall take precedence; however, unless expressly stated otherwise in an order, the terms of the Data Processing Agreement shall take precedence over any inconsistent terms in an order. Except as otherwise permitted in Section 5 (Service Specifications) and Section 10 (Data Protection) with respect to the Services, this Agreement and orders hereunder may not be modified and the rights and restrictions may not be altered or waived except in a writing signed or accepted online through the Colligo Store by authorized representatives of You and of Colligo. No third-party beneficiary relationships are created by this Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement by their duly authorized agents.

DICKINSON COUNTY

COLLIGO GIS, Inc.

Signature: _____

Signature: 

By: _____

By: Kevin Trevillian, P.E.

Title: _____

Title: Principal

Phone: _____

Phone: 906-774-3440

Address: _____

Address: 635 Circle Drive

Iron Mountain, Michigan 49801

AGREEMENT NO. CGIS1032

WORK ORDER NO. -01

EXHIBIT "A"
WORK ORDER

COLLIGO GIS, INC. and its directors, officers, shareholders, employees, agents, affiliates, independent professional associates, consultants and subcontractors, as the case may be, (collectively, "COLLIGO") agree to perform for CLIENT, on this specific Project, the Services described below. The services shall be performed subject to and upon the terms and conditions set forth in the COLLIGO CLOUD SERVICES AGREEMENT listed at ColligoGIS.com/terms (the "Agreement") dated April 7, 2021, by and between COLLIGO and CLIENT, which Agreement is hereby amended to incorporate this Work Order.

It is agreed that this Agreement, and such other documents required by it during the term of this Agreement, may be approved by a signed copy transmitted by fax or .pdf copy containing all signatures in lieu of the original signed copy, and that a copy transmitted by fax or .pdf shall be legally binding upon the parties to said Agreement(s)."

PROJECT: Geographic Information System (GIS) Services
County Wide Parcel Maintenance and Mapping
Dickinson County, Michigan

SERVICES: As described in our proposal letter dated April 7, 2021; a copy of which is attached and made part of this contract.

FEES: Services will be completed for a lump sum amount of \$5,000 for the scope of work and in accordance with the assumptions and conditions set forth in our proposal letter dated April 7, 2020; a copy of which is attached and made part of this contract.

SPECIAL TERMS AND CONDITIONS:

During completion of this work, Colligo will not accept responsibility for the safety of individuals other than Colligo employees.

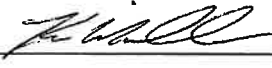
AUTHORIZATION

This Work Order and the scope of services (the "Services") defined herein are approved and COLLIGO is hereby directed and authorized to proceed with the Services for the designated Project in accordance with the terms and conditions of the above-referenced Agreement.

Requested By:
DICKINSON COUNTY

Accepted By:
COLLIGO GIS, INC.

By: _____

By:  _____

Title: _____

Title: Principal

Date: _____

Date: April 7, 2021



QUOTE

1060 W. Mason Street, Green Bay, WI 54303
P.O. Box 10068, Green Bay, WI 54307
Questions: (920) 497-7100
(800) 236-8858
(800) 672-6795 Auto Attendant

QUOTE NUMBER	423761QU
QUOTE DATE	4/5/2021
CUSTOMER REQUISITION	
MODE OF DELIVERY	Green Bay to Michigan area
CUSTOMER	203069
CONTACT	BRIAN BOUSLEY

SOLD TO	DICKINSON COUNTY
	705 S STEPHENSON AVE IRON MOUNTAIN, MI 49801 USA

SHIP TO	DICKINSON COUNTY COURTHOUSE
	E KINGSFORD, 49801 USA

JOB *** COURTHOUSE

LINE	QTY	ITEM	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
1.000	1	WHMF	3 - 0 X 7 - 0 16GA 14 5/8 WELDED HM FRAME W/ 1" TEMPERED TRANSOM, PUNCHED FOR EWA'S * PRIMED ONLY *		
2.000	1	HMD	3 - 0 X 7 - 0 18GA INSULATED GALVANIZED HOLLOW METAL DOOR W/ 1" TEMPERED HALF GLASS WINDOW ON TOP AND 2 EMBOSSED PANELS ON BOTTOM * PRIMED ONLY *		
3.000	3	17834	HAGER ECBB1100 4.5 X 4.5 NRP US26D FULL MORTISE HINGE		
4.000	1	HDW	VON DUPRIN 99NL 990NL 3' US26D RIM DEVICE		
5.000	1	04299	LCN 4111 EDA TBWMS AL L SURFACE CLOSER		
6.000	1	HDW	HAGER 452S 36" MIL THRESHOLD		
7.000	1	16768	HAGER 800SB: 1 @ 36" MIL JAMB WEATHERSTRIP		
8.000	2	16771	HAGER 800SB, 1 @ 84" MIL JAMB WEATHERSTRIP		
9.000	1	16780	HAGER 801SB 36" MIL SWEEP		
10.000	1	10538	HES 9600 12/24VDC 630 ELECTRIC STRIKE		

RECEIPT REQUIRED FOR REFUNDS OR EXCHANGES.

<p>Stock materials are subject to 45% restocking fee. Special order materials are not returnable. No returns after 90 days.</p> <p>A transaction fee of 3% will be charged on all payments made via credit card, which is not greater than our cost of acceptance.</p> <p>This quotation is subject to the Terms and Conditions found at http://laforceinc.com/terms-conditions/, which are incorporated in full by this reference. The Terms and Conditions will be sent by mail to the Buyer upon request. LaForce, Inc. limits acceptance to the Terms and Conditions, and objects to any other additional or different terms in the Buyer's purchase order or acceptance.</p>	FREIGHT	INCLUDED
	SUBTOTAL	\$3,624.75
	SALES TAX	\$0.00
	TOTAL	\$3,624.75
PAY TERMS: NET 30		

QUALIFICATIONS

- Covid-19 note: quoted leadtimes subject to delays/impacts arising out of pandemic.
- Quote is valid for 30 days from date of quotation unless otherwise stated herein.

QUOTE

- Past due accounts are subject to a service charge of 1.5% per month on the unpaid balance.
- This offer is conditioned upon approval of credit by LaForce on the purchaser.
- No sales, use or other taxes included unless otherwise stated herein in writing.

Thank you for this opportunity to quote your needs. Please sign and return this quote and attached qualifications or send a written purchase order, and we will proceed with your order. LaForce, Inc. is not able to accept verbal purchase authorizations at this time. We look forward to working with you. If you have any questions, or need further information, please give me a call.

Thank You,

BILL LANGIN
Email: Bill.Langin@laforceinc.com
Phone: 608-235-2240

LISA ATHEY
Email: Lisa.Athey@laforceinc.com
Phone: (920)490-2325

Quote Number: 423761QU

Authorized By: _____

Company: _____

Date: _____

7-J-2
4-24-21



CONSTRUCTION CO.

General Building Contractor

Quotation

DATE: 2-3-21

**TO: Dickinson County Courthouse
Iron Mountain, MI 49801**

FROM: Wayne Fredrickson

PROPOSAL FOR: Install Exterior Door on Courthouse

WE ARE PLEASED TO QUOTE AS FOLLOWS:

Labor and Material to remove existing door and frame and install owner supplied Door, frame and hardware. Price includes demo, install of new blocking to fasten frame, grouting of frame, remove existing asphalt and pour new concrete under threshold. Remove and reinstall existing trim, Painting of door and frame. All temporary framing and plywood for opening

Note: Owner to provide Door, Frame and Hardware

Door opening will have to have plywood over opening for a couple of nights

Excluded: Install and wiring of electric strike and any door security

Total: \$6889.00

Thank you for the opportunity to quote this work.

Respectfully Submitted:

Wayne Fredrickson

All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted and completed in a substantial workmanlike manner according to standard practice. Any alterations or deviations from the drawings, specifications, or verbal directions given may involve extra cost and/or an extension in project schedule and will be performed only under written order. This agreement is contingent on delays beyond our control. Payment to be made as project progresses. We may withdraw this proposal if not accepted within 30 days.

ACCEPTANCE OF PROPOSAL

The above prices, specifications, and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified.

Date _____ Signature _____

Please sign one copy and return, keep one copy for your records

**1350 W. BREITUNG AVENUE ~ KINGSFORD, MI 49802 ~ PHONE: (906) 774-7950 ~ FAX: (906) 774-3671
E-Mail: mbmconstruction@chartermi.net**

Lake Antoine Association

7-2-1
4-26-21
Memo

To: Brian Bousley and the Board of Commissioners

From: Jeff Jayne, Secretary/Treasurer – Lake Antoine Association

Date: April 20th, 2021

Subject: Eurasian Water Milfoil Treatment for Lake Antoine

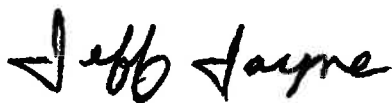
Brian,

To comply with Dickinson County's budgeting process, the Lake Antoine Association would like to submit this request for a \$3,000 contribution toward the 2021 efforts to combat the spread of Eurasian Water Milfoil (EWM) in Lake Antoine. The 2021 plan is to treat 5.15 acres with two different herbicides – Renovate 3 and Navigate® 2-4 d. These products will be applied in a manner designed to compare their effectiveness. The outcome will influence future treatment plans.

The 2020 EWM survey reveals a total of 53 acres of EWM beds, which equates to 68 acres of potential treatment area (application technique calls for a 50' perimeter buffer). Not surprisingly, the great majority of EWM is located near the two boat launches. Roughly 85% of the treatable area is deemed "highly scattered" and not advisable targets for herbicide treatment. DASH (diver assisted suction harvesting) would be a more cost-effective means however we lack the necessary funds for this type of eradication method over such a large area. We'll focus on the "scattered" to "densely" populated areas. ***Our projected budget, which relies heavily on this contribution request, allows us to treat 5.15 acres this year.*** The professional applicator and surveyor – Cason & Associates of Berlin, WI – attributes the increase in EWM acreage to improved methods of identification (i.e. more-effective sonar software, upgraded GPS units and additional time spent on the water). Enclosed is a copy of the 2020 survey and original cost estimates for treatment.

Please feel free to call or write in the event you have questions about this request. We appreciate the consideration and the County's past generosity. Please advise if a LAA member need be present when this request is addressed by the Board of Commissioners.

Regards,



Jeff Jayne (LAA S/T)
1130 Bayshore Drive
Iron Mountain, MI 49801
Ph: 774-5989 or 396-6486

CC: Bob Baker (LAA Pres.)

Antoine Lake 2020 Aquatic Invasive Species Survey Summary

On September 18, 2020, Cason & Associates, LLC conducted an Aquatic Invasive Species survey on Antoine Lake.

During the survey, the only aquatic invasive species observed and surveyed was Eurasian/Hybrid Watermilfoil (EWM/HWM). The EWM/HWM acreages by density are outlined in the table below:

EWM/HWM Densities	Surveyed Area	Treatment Area*
Highly Scattered	49.69	57.41
Scattered	3.12	9.10
Moderately Dense	0.18	0.75
Dense	0.30	0.73
Total Acreage:	53.29	67.98

**Have a 50-Foot Buffer Built In*

The amount of EWM/HWM found in the lake has increased since the 2019 survey. Several new locations were discovered, and EWM/HWM was found in previously treated areas. The only treatment area to completely wipe out EWM/HWM was the sandbar location out in the middle of Lake Antoine. Areas recommended for EWM treatment are noted as high priority in the cost estimators. There are also copies of treatment areas for low priority treatment areas which are highly scattered in density. Treatment areas smaller than 10 acres include a 50-foot buffer to mitigate for herbicide concentration dissipation that may occur from treating small beds. All areas are noted in the Aquatic Invasive Species Survey Map as possible treatment areas. Small clusters are unable to be permitted for herbicide treatment, however can be managed with hand pulling efforts by members of the lake association or by Cason & Associates, LLC at an hourly rate of \$125/hr. All possible treatment areas are labeled to assist in identification. The cost estimator includes all possible treatment areas, and the cost to treat each area to match your lake management budget. We have included Renovate 3 which is a liquid form of Triclopyr as a different chemical that targets EWM/HWM and has shown positive effects at clearing out EWM if you would like an alternative to Navigate.

The following deliverables are attached to this survey summary:

1. Aquatic Invasive Species Survey Maps (Map 1)
2. Cost Estimator for Treatment Areas Using Navigate (Low and High Priority)
3. Cost Estimator for Treatment Areas Using Renovate 3 (Low and High Priority)

Thank you for your business and for allowing us to perform this service for your lake association. If you have any questions, please contact me at 920-361-4088 or colton@casonassociates.com.

Sincerely,

Colton Hutchinson

877-309-8408
www.casonassociates.com
info@casonassociates.com

Treatment Cost Estimator for Eurasian Watermilfoil Low Priority

FOR: Lake Antoine Association
 LOCATION: Lake Antoine, Dickinson County
 WATERBODY SIZE: 748 Acres
 PRODUCT: Navigate (Granular, 2,4-D)
 TARGET CONCENTRATION: 4 PPM

Product Costs

Treatment Area	Acreage	Average Depth (ft)	Volume (ac ft)	Amount of Product (lb)	Product Unit Cost (lb)	Total Cost
A20_1	47.15	7	330.05	18747	\$ 4.75	\$ 89,048.25
A20_3	0.34	5	1.7	100	\$ 4.75	\$ 475.00
A20_4	0.35	5	1.75	100	\$ 4.75	\$ 475.00
A20_5	0.66	5	3.3	175	\$ 4.75	\$ 831.25
A20_6	1.94	11	21.34	1200	\$ 4.75	\$ 5,700.00
A20_7	1.34	10	13.4	150	\$ 4.75	\$ 712.50
A20_8	0.42	10	4.2	225	\$ 4.75	\$ 1,068.75
A20_9	0.50	10	5	275	\$ 4.75	\$ 1,306.25
A20_10	0.63	10	6.3	250	\$ 4.75	\$ 1,187.50
A20_11	0.39	6	2.34	125	\$ 4.75	\$ 593.75
A20_16	0.54	5	2.7	150	\$ 4.75	\$ 712.50
A20_18	1.97	5	9.85	550	\$ 4.75	\$ 2,612.50
TOTALS:	56.23	N/A	401.93	22047	N/A	\$ 104,723.25

Total Project Costs

Expense	Cost Type	Cost	Total Cost
Setup	Fixed	N/A	\$ 660.00
Application Labor	Variable	\$105/acre	\$ 5,985.00
Product	Variable	\$4.75/lb	\$ 104,723.25
Total Project Cost:			\$ 111,368.25

This estimate is valid until December 31, 2021.

Treatment Cost Estimator for Eurasian Watermilfoil High Priority

FOR: Lake Antoine Association
 LOCATION: Lake Antoine, Dickinson County
 WATERBODY SIZE: 748 Acres
 PRODUCT: Navigate (Granular, 2,4-D)
 TARGET CONCENTRATION: 4 PPM

Product Costs

Treatment Area	Acreage	Average Depth (ft)	Volume (ac ft)	Amount of Product (lb)	Product Unit Cost (lb)	Total Cost
A20_2	0.43	5	2.15	125	\$ 4.75	\$ 593.75
A20_12	7.54	10	75.4	4275	\$ 4.75	\$ 20,306.25
A20_13	0.92	11	10.12	575	\$ 4.75	\$ 2,731.25
A20_14	1.03	12	12.36	700	\$ 4.75	\$ 3,325.00
A20_15	0.75	9	6.75	375	\$ 4.75	\$ 1,781.25
A20_17	1.08	5	5.4	300	\$ 4.75	\$ 1,425.00
TOTALS:	11.75	N/A	112.18	6350	N/A	\$ 30,162.50

Total Project Costs

Expense	Cost Type	Cost	Total Cost
Setup	Fixed	N/A	\$ 660.00
Application Labor	Variable	\$105/acre	\$ 1,260.00
Product	Variable	\$4.75/lb	\$ 30,162.50
Total Project Cost:			\$ 32,082.50

This estimate is valid until December 31, 2021.

Treatment Cost Estimator for Eurasian Watermilfoil Low Priority

FOR: Lake Antoine Association
LOCATION: Lake Antoine, Dickinson County
WATERBODY SIZE: 748 Acres

PRODUCT: Renovate 3 (Liquid Triclopyr)
TARGET CONCENTRATION: 2.5 PPM

Product Costs

Treatment Area	Acreage	Average Depth (ft)	Volume (ac ft) *	Amount of Product (gal)	Product Unit Cost (gal)	Total Cost
A20_1	47.15	7	330.05	447.9	\$ 176.00	\$ 78,830.40
A20_3	0.34	5	1.7	2.3	\$ 176.00	\$ 404.80
A20_4	0.35	5	1.75	2.4	\$ 176.00	\$ 422.40
A20_5	0.66	5	3.3	4.5	\$ 176.00	\$ 792.00
A20_6	1.94	11	21.34	29.9	\$ 176.00	\$ 5,262.40
A20_7	1.34	10	13.4	18.2	\$ 176.00	\$ 3,203.20
A20_8	0.42	10	4.2	5.7	\$ 176.00	\$ 1,003.20
A20_9	0.50	10	5	6.8	\$ 176.00	\$ 1,196.80
A20_10	0.63	10	6.3	8.5	\$ 176.00	\$ 1,496.00
A20_11	0.39	6	2.34	3.1	\$ 176.00	\$ 545.60
A20_16	0.54	5	2.7	3.7	\$ 176.00	\$ 651.20
A20_18	1.97	5	9.85	13.4	\$ 176.00	\$ 2,358.40
Polyan (Weighting Agent)				7.8	\$ 65.00	\$ 507.00
TOTALS:	56.23	N/A	401.93	554.2	N/A	\$ 96,673.40

Total Treatment Costs

Expense	Cost Type	Cost	Total Cost
Setup	Fixed	N/A	\$ 660.00
Application Labor	Variable	\$105/acre	\$ 5,985.00
Product	Variable	see table	\$ 96,673.40
Total Treatment Cost:			\$ 103,318.40

This estimate is valid until December 31, 2021.

Treatment Cost Estimator for Eurasian Watermilfoil High Priority

5L

FOR: Lake Antoine Association
 LOCATION: Lake Antoine, Dickinson County
 WATERBODY SIZE: 748 Acres

PRODUCT: Renovate 3 (Liquid Triclopyr)
 TARGET CONCENTRATION: 2.5 PPM

Product Costs

Treatment Area	Acreage	Average Depth (ft)	Volume (ac ft) *	Amount of Product (gal)	Product Unit Cost (gal)	Total Cost
A20_2	0.43	5	2.15	2.9	\$ 176.00	\$ 510.40
A20_12	7.54	10	75.4	102.5	\$ 176.00	\$ 18,040.00
A20_13	0.92	11	10.12	14.1	\$ 176.00	\$ 2,481.60
A20_14	1.03	12	12.36	17.3	\$ 176.00	\$ 3,044.80
A20_15	0.75	9	6.75	9.1	\$ 176.00	\$ 1,601.60
A20_17	1.08	5	5.4	7.3	\$ 176.00	\$ 1,284.80
Polyan (Weighting Agent)				2.175	\$ 65.00	\$ 141.38
TOTALS:	11.75	N/A	112.18	155.375	N/A	\$ 27,104.58

Total Treatment Costs

Expense	Cost Type	Cost	Total Cost
Setup	Fixed	N/A	\$ 660.00
Application Labor	Variable	\$105/acre	\$ 1,260.00
Product	Variable	see table	\$ 27,104.58
Total Treatment Cost:			\$ 29,024.58

This estimate is valid until December 31, 2021.

Treatment Cost Estimator for Eurasian Watermilfoil

FOR: Lake Antoine Association
 LOCATION: Lake Antoine, Dickinson County
 WATERBODY SIZE: 748 Acres

PRODUCT: Renovate 3 (Liquid Triclopyr) with biological catalysts to enhance organic degradation and weighting agent to hold product onsite
 Target Concentration: 2.5 PPM

Product Costs

Treatment Area (A20_2)	Acreage	Average Depth (ft)	Volume (ac ft)	Amount of Product	Product Unit Cost	Total Cost
Renovate 3	0.43	5	2.15	2.90	\$ 176.00	\$ 510.40
PondZilla	0.43			0.90	\$ 104.00	\$ 93.60
AquaSticker	0.43			1.00	\$ 17.00	\$ 17.00
Polyan	0.43			0.50	\$ 104.00	\$ 52.00
TOTALS:	0.43	N/A	2.15	5.30	N/A	\$ 673.00

Treatment Area (A20_12)	Acreage	Average Depth (ft)	Volume (ac ft)	Amount of Product	Product Unit Cost	Total Cost
Renovate 3	7.54	10	75.4	102.50	\$ 176.00	\$ 18,040.00
PondZilla	7.54			15.00	\$ 104.00	\$ 1,560.00
AquaSticker	7.54			19.00	\$ 17.00	\$ 323.00
Polyan	7.54			1.00	\$ 104.00	\$ 104.00
TOTALS:	7.54	N/A	75.40	137.50	N/A	\$ 20,027.00

Treatment Area (A20_13)	Acreage	Average Depth (ft)	Volume (ac ft)	Amount of Product	Product Unit Cost	Total Cost
Renovate 3	0.92	11	10.12	14.10	\$ 176.00	\$ 2,481.60
PondZilla	0.92			1.90	\$ 104.00	\$ 197.60
AquaSticker	0.92			3.00	\$ 17.00	\$ 51.00
Polyan	0.92			0.50	\$ 104.00	\$ 52.00
TOTALS:	0.92	N/A	10.12	19.50	N/A	\$ 2,782.20

Treatment Area (A20_14)	Acreage	Average Depth (ft)	Volume (ac ft)	Amount of Product	Product Unit Cost	Total Cost
Renovate 3	1.03	12	12.36	17.30	\$ 176.00	\$ 3,044.80
PondZilla	1.03			2.00	\$ 104.00	\$ 208.00
AquaSticker	1.03			3.00	\$ 17.00	\$ 51.00
Polyan	1.03			0.50	\$ 104.00	\$ 52.00
TOTALS:	1.03	N/A	12.36	22.80	N/A	\$ 3,355.80

This estimate is valid until December 31, 2021. Materials and Service Costs are subject to increase with changes in the market. If changes occur, a new cost estimator will be sent.

Treatment Area (A20_15)	Acreage	Average Depth (ft)	Volume (ac ft)	Amount of Product	Product Unit Cost	Total Cost
Renovate 3	0.75	9	6.75	9.15	\$ 176.00	\$ 1,610.40
PondZilla	0.75			1.50	\$ 104.00	\$ 156.00
AquaSticker	0.75			2.00	\$ 17.00	\$ 34.00
Polyan	0.75				\$ 104.00	\$ -
TOTALS:	0.75	N/A	6.75	12.65	N/A	\$ 1,800.40

Treatment Area (A20_17)	Acreage	Average Depth (ft)	Volume (ac ft)	Amount of Product	Product Unit Cost	Total Cost
Renovate 3	1.08	5	5.4	7.30	\$ 176.00	\$ 1,284.80
PondZilla	1.08			2.20	\$ 104.00	\$ 228.80
AquaSticker	1.08			3.00	\$ 17.00	\$ 51.00
Polyan	1.08			0.50	\$ 104.00	\$ 52.00
TOTALS:	1.08	N/A	5.40	13.00	N/A	\$ 1,616.60

Total Project Costs

Expense	Cost Type	Cost	Total Cost
Setup	Fixed	Per Visit	\$ 695.00
Application Labor	Variable	\$125/acre	\$ 1,500.00
Product	Variable	see table	\$ 30,255.00
Total Project Cost:			\$ 32,450.00

This estimate is valid until December 31, 2021. Materials and Service Costs are subject to increase with changes in the market. If changes occur, a new cost estimator will be sent.

Treatment Cost Estimator for Eurasian Watermilfoil - Option 1

FOR: Lake Antoine Association
LOCATION: Lake Antoine, Dickinson County
WATERBODY SIZE: 748 Acres
PRODUCT: Renovate 3 (Liquid Triclopyr) with biological catalysts to enhance organic degradation and weighting agent to hold product onsite
Site A20_14 treated with Navigate (Granular 2,4-D) at 4PPM
Target Concentration: 1.5-2.5 PPM

Product Costs

Treatment Area (A20_12)	Acreage	Average Depth (ft)	Volume (ac ft)	Amount of Product	Product Unit Cost	Total Cost
Renovate 3	2.45	10	24.5	33.30	\$ 176.00	\$ 5,860.80
PondZilla	2.45			5.00	\$ 104.00	\$ 520.00
AquaSticker	2.45			6.00	\$ 17.00	\$ 102.00
Polyan	2.45			1.50	\$ 65.00	\$ 97.50
TOTALS:	2.45	N/A	24.50	45.80	N/A	\$ 6,580.30

Treatment Area (A20_13)	Acreage	Average Depth (ft)	Volume (ac ft)	Amount of Product	Product Unit Cost	Total Cost
Renovate 3	0.92	11	10.12	14.10	\$ 176.00	\$ 2,481.60
PondZilla	0.92			1.90	\$ 104.00	\$ 197.60
AquaSticker	0.92			3.00	\$ 17.00	\$ 51.00
Polyan	0.92			0.50	\$ 65.00	\$ 32.50
TOTALS:	0.92	N/A	10.12	19.50	N/A	\$ 2,762.70

Treatment Area (A20_14)	Acreage	Average Depth (ft)	Volume (ac ft)	Amount of Product	Product Unit Cost	Total Cost
Navigate	1.03	12	12.36	700	\$ 5.98	\$ 4,186.00
TOTALS:	1.03	N/A	12.36	700.00	N/A	\$ 4,186.00

Treatment Area (A20_15)	Acreage	Average Depth (ft)	Volume (ac ft)	Amount of Product	Product Unit Cost	Total Cost
Renovate 3	0.75	9	6.75	9.15	\$ 176.00	\$ 1,610.40
PondZilla	0.75			1.50	\$ 104.00	\$ 156.00
AquaSticker	0.75			2.00	\$ 17.00	\$ 34.00
Polyan	0.75			0.18	\$ 65.00	\$ 11.70
TOTALS:	0.75	N/A	6.75	12.83	N/A	\$ 1,812.10

This estimate is valid until December 31, 2021. Materials and Service Costs are subject to increase with changes in the market. If changes occur, a new cost estimator will be sent.



P.O. Box 230
Berlin, WI 54923
Phone: 920-361-4088
Fax: 920-361-4086

www.casonassociates.com

Total Project Costs

Expense	Cost Type Cost			Total Cost
Setup	Fixed	Per Visit	\$	695.00
Application Labor	Variable	\$125/acre	\$	625.00
Product	Variable	see table	\$	15,341.10
Total Project Cost:			\$	16,661.10

This estimate is valid until December 31, 2021. Materials and Service Costs are subject to increase with changes in the market. If changes occur, a new cost estimator will be sent.

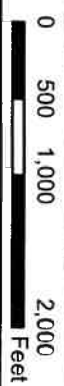


Legend

- Highly Scattered
- Scattered
- Moderately Dense
- Dense
- Small Cluster
- Proposed Treatment Areas (1)
- Boat Launch

Antioine Lake Proposed Treatment Areas for Eurasian/Hybrid Watermilfoil - Option 1

FIELD DATE(S):	CLIENT:	CITY:
9/18/2020	Lake Antioine Association	Iron Mountain
DRAWN DATE:	COUNTY:	STATE:
4/8/2021	Tickleton County	Michigan



MAP NUMBER:

1
of
4

Cason & Associates, LLC
LAND & WATER MANAGERS
PO Box 230, Berlin, WI 54923
(920) 836-2222



April 12, 2021

Dickinson County Board of Commissioners
PO Box 609
Iron Mountain, MI 49801

Dear Commissioners;

At the April 7, 2021 meeting of the Lake Antoine Park Partners, we had a lengthy discussion about the status of invasive Eurasian Watermilfoil, particularly the proliferation in the waters adjoining the park. As you know, the Lake Antoine Association has been attempting to manage this invasive species in the lake for seventeen years, with limited funds generated by their members and local units of government. Part of what the lake association pays for every year is a detailed survey of the milfoil beds in the lake. Attached is the most recent (Fall 2020, attached) survey, which indicates that the densest and most vulnerable to being fragmented and spread via boats throughout the lake is in the vicinity of the Lake Antoine Park boat landing. Lake Antoine Association members have noted that the approximately 8 acre dense bed in front of the new county boat landing increased exponentially after its repair allowed better access, compounded by increased usage during the 2020 COVID summer when more people sought outdoor activities.

We believe the County Board was supplied with a full copy of the 2020 Lake Antoine milfoil survey, conducted by a professional contractor, Casson & Associates, that includes treatment priorities and cost estimates. While the cost estimate to conduct treatment across the lake exceeds \$100,000, the Lake Antoine Association realistically knows funding to address only the highest priority (most dense, most trafficked) 7.5 acres+ near the County boat landing, for approximately \$15,000 is all they would be able to attempt to garner funding for. Treating this high traffic area would provide the greatest benefit in slowing the continual spread of Eurasian Milfoil throughout the lake. Given this information, Lake Antoine Park Partners voted to contribute \$500 toward the 2021 Eurasian Milfoil management effort, enhance the "Clean Boat Clean Waters" signage on a refurbished kiosk at the boat landing, and encourage greater presence of the portable boat wash unit provided by the Wild Rivers Invasive Species Coalition.

Lastly, the LAPP board asked me to write a letter to you encouraging the County to seriously consider financially supporting this effort as a significant lakefront landowner concerned about its maintenance and the host to a wide array of visiting boaters.

Thank you for your consideration,

Treasurer
Lake Antoine Park Partners

Dickinson-Iron Health Department
Fair Building usage for COVID Vaccine Clinics

7-N-1
4-26-21

	Date	Rental Fee
1	1/14/21	\$350.00
2	1/22/21	\$350.00
3	1/28/21	\$350.00
4	1/29/21	\$350.00
5	2/3/21	\$350.00
6	2/4/21	\$350.00
7	2/5/21	\$350.00
8	2/1/21	\$350.00
9	2/12/21	\$350.00
10	2/19/21	\$350.00
11	2/25/21	\$350.00
12	2/26/21	\$350.00
13	3/4/21	\$350.00
14	3/5/21	\$350.00
15	3/11/21	\$350.00
16	3/17/21	\$350.00
17	3/18/21	\$350.00
18	3/19/21	\$350.00
19	3/25/21	\$350.00
20	3/26/21	\$350.00
21	3/30/21	\$350.00
22	4/1/21	\$350.00
23	4/8/21	\$350.00
24	4/9/21	\$350.00
25	4/14/21	\$350.00
26	4/15/21	\$350.00
27	4/16/21	\$350.00
28	4/22/21	\$350.00
29	4/23/21	\$350.00
30	4/29/21	\$350.00
31	4/30/21	\$350.00

Total: \$10,850.00



DCFB Meeting

7-N-2
4-26-21

Time: 7:00 p.m. Called by John D. Type Monthly Date 4-6-2021 Location large banquet room

The meeting was called to order by John Dagenaeer followed by the pledge to allegiance. Roll call was taken all present except John Gunville, his family is in quarantine.

Agenda: John D has found a shower for the caretaker house. The water shut off for house will be replaced. Jim D. made motion to accept the agenda 2nd by Joe L.

Minutes: John D asked if all had read the minutes sent out on the last meeting and if there were any corrections or additions. Rob B. made the motion to accept as is 2nd by Brian S

Citizens Time: The Friends of the Fair donated a check to the fair board for \$1,500.00. It was accepted by John D. A photo of the handing over of the check was taken. It will be used for the flooring for the caretaker house. TCHA wanted to know if the fair board would be willing to sponsor (\$100 fee) the horse show the first week of August. John suggested having another meeting to discuss this among board members and then get back to them. The person usually running the food booth does not want to do it if a mask is requited, otherwise Dean said she would. TCHA also needs the building May 3rd at 7:00 p.m/ for a meeting John has their phone #. A question on registration for market animals was asked. It will be last Saturday in May, they can show 2 animals. Need to let judges know.

Racing: John Osterman wanted to know if they could begin practice April 21. There was an evening meeting with the health department on Covid, it all changes daily but at present the amount of people is 250, which would limit racing. They are watching the spring break returns. The county will check the sealing of track. Beth asked if electric will be ready at track? Dean made motion to accept the racing report, 2nd by Brian.

Secretary report:: The secretary report was read by Sally on items recieved,, things done, calls answered, and e-mails responded to. It included an application for caretaker from Trevor Cronik. Erika Harnden needs to be called to see if she still wants the use of the building on May 29th. It also included the fact that Sally will be leaving and an ad will be in the paper for her job. She will continue paying bills, getting e-mails, and answering calls after hours, but will not be in the office during morning hours, since she already has another job. It had been given to each board member to read. Jim made a motion to accept the secretary report, 2nd by Joe. All in favor.

Treasurers report:

Bill Pay Account \$6,290.02 reconciled with bank on 3-15-2021, their system was down and statements were later getting out, checks and deposits both totaling \$2,208.74 brings balance to \$6,290.02.

First National Bank of Iron Mountain \$14,504.26 reconciled to bank on 3-3-2021, payments of \$2,208.74 were made, ending balance is \$12, 293.32.

First National of Norway remains at \$1,260.30, no activity

Vouchers

V3-9-2021 for 1,042.14 included State of Michigan 85.00, Jacobetti Engineering 360.00, Sally Staelens 550.00 & 12.65, Halls True Value 13.49, & Mike Gregg 21.00

V3-20-2021 for 1,166.60 included The Form House 40.86, The City of Norway 1,125.74

Transmittals on 3-8-2021 were 857.62 including Diann Gendron 52.50, U.P. Trappers 347.12, & Dean Larson 458.00

John D brought it to our attention the check from U.P. Trappers is from last year, and we are being charged double to water. Barb made the motion to pay bills, 2nd by Rob. All in favor

Caretaker report: nothing this meeting, house should be ready soon. Both positions for caretaker and secretary/treasurer will be in paper. Hope to fill the caretaker by May 1st.

Correspondence: U.P. Truck sent a tax exempt form to be filled out. John D. said we don't use them often but will fill out the form should we need to use them. Dean attended the MIFA virtual meeting on fairs and has information from several, U.P. State Fair, Calhoun Co. Fair, Skerбеcks. All information he has gathered will be in office for anyone to read, It should be looked at since we are already planning our fair to see what others are doing and the contacts they have had to make to continue with having a fair. It was decided to hold a committee meeting for the board to review and make decisions on this years fair. Barb stated she wants to let vendors know by June 25th so they can make their plans. The labels are typed and ready to be put on postcards to be returned to us so we know they are still interested.

Committee Report: We have our entertainment for this year, the log rollers, Zoo, and our grandstand. For the pony guy will have to be contacted for a new arrangement at the fair for him to continue.

Citizens time: It was brought up that we have a wonderful place for the covid shots to be given, but they should pay something for heat and electric. They have used our facility for 31 days so far. We are looking for an external drive which was purchased in the past containing photos of the fair. This needs to be found and updated.

Fair board Privilege: John has several things to discuss.

*Storage removal date needs to be set. First weekend in May will be advertised, both in papers and on face book. Mike will call on storage. Motion by Brian 2nd by Jim, all agreed.

*Rental dates, the May 29th will be called to confirm, the July date will answer soon, Jim DalSanto's date of Sept 25 is set.

*John wants a clean up day, the insurance will be contacted on the damage to the fence, The fence is 15 years old. John will let everyone know what the clean up day will be. Clean up around garage and caretaker building, barrels hauled away.

*On the 20th at 6:00 a committee will meet to discuss the TCHA horse show.

*There is a Zone 6 meeting in Marquette on May 8, at 8:00 est. John would like another member to go with him as he is attending. It was said John Gunville would go if he is out of quarantine, if now then Barb would go.

*The office credit card needs to be changed but can not be changed at this time. It needs to be a board member on the card.

*There is a roof drain outside the main door that is undermining the sidewalk. It should be disconnected and shoots made to move water away from the building.

*The handicap area on East side of exhibition building could be changed to get more storage area.

*The #1 race barn roof needs to be replaced with metal like #2 & #3 barns. The roof on the poultry barn should also be replace.

*The fair book should be updated, it won't be printed til June but needs to be updated in preparation for the fair.

*The gate replacement will be for better fair use, the letters are done, they are in the end of the event building and John D showed us the size, they are ready to be used above the gate.

*The golf carts are in need of repair or at least checked out. John D knows a place to take them.

*The U.P. Trappers convention is Saturday, John would like help to set up on Friday as the health

department leaves at 3:00. Beth and Barb will work at the convention, John has checked on the liquor license several times, hopefully it will be in.

*Looking for groups to help, may be Friends of Fair can help when groups are needed.

*A superintendents meeting will be held 2 weeks before the fair to get everyone to get to know the entries before the day of the fair

*There is a request for primitive camping for the rafting group of 14 people. This would be for 3 months, they are concerned if they can charge their phones.

*There is a city wide rummage sale on May 22, we could rent out spaces in the event building for approximately \$10 per space. To be discussed.

A motion to adjourn made by Jim, 2nd by Brian at 8:25. All in favor



DCFB Meeting

7-N-3
4-26-21

Time 6:30 P.M. Called by John D. Type financial Date 4-6-2021 Location large meeting room

Meeting brought to order by John D. at 6:30 p.m. Meeting was attended by John Degenaeer, Sally Staelens, Beth Bray, Jim DalSanto, Mike Gregg, , Brian Swanson.

Sally was asked to read the vouchers and each item on each voucher to be discussed. All actual bills were presented and looked over by each board member present. A copy of the voucher list was given . The treasurers report was then brought in and also looked over. Also that 1476 US 8 is just the caretaker house not including any of the fair grounds. Each voucher was read:

V-3-9-2021 for **1,042.14** consisting of State of Michigan 85.00, Jacobetti Engineering for 360.00, Sally Staelens for Feb 550.00 & 12.65 for stamps, Halls True Value 13.49. & Mike Gregg 21.00.

V 3-20--2021 for **1,125.74** consisting of The form House 40.86, The City of Norway 1.125.74

Transmittals 3-8-2021 for 857.62 consisting of Diann Gendron 52.50, U.P. Trappers 347.12, Dean Larson 458.00.

Meeting was adjourned at 6:48 p.m.

7-0-1
4-26-21**Dickinson County Library Board Virtual Organizational Meeting**

TIME: Monday, January 4, 2021; 5:00 p.m.

PRESENT: K. Driscoll-Sagola Township; D. Hayes-Norway, R. Lundholm-Iron Mountain, W. Cummings-Iron Mountain, M. Buck, R. Augustine, Ann Martin-Iron Mountain (County Board Liaison).

Mrs. Buck called the organizational meeting to order at 5:00 pm. The roll was called with four (4) members present.

ELECTION OF OFFICERS

The Nominating Committee presented the following candidates for nomination to the respective offices:

William Cummings	Chair
Donna Hayes	Vice Chair
Katherine Driscoll	Secretary
Robert Lundholm	Treasurer

Mrs. Buck called for nominations from the floor (3 times). Nominations were closed.

Ms. Driscoll moved to accept the slate of officers as presented. Seconded by Mrs. Hayes. Roll call vote—Motion passed unanimously.

Mr. Cummings assumed the position of Chairman.

2021 MEETING DATES AND TIME

Mr. Lundholm moved to schedule Dickinson County Library Board meetings on the second Tuesday of each month at 5:00 p.m. at the Dickinson County Library – Iron Mountain with the exception of September at North Dickinson and October at the Norway Branch. Seconded by Mrs. Hayes. Roll call vote—Motion passed unanimously.

Mrs. Hayes moved to adjourn at 5:08 pm. Seconded by Mr. Lundholm. Meeting adjourned.


Chair


Secretary

Dickinson County Library Virtual Board Meeting7-0-2
4-26-21

TIME: Monday, January 4, 2021; 5:08 pm

PRESENT: K. Driscoll-Sagola Township, D. Hayes-Norway, R. Lundholm-Iron Mountain, W. Cummings-Iron Mountain, M. Buck, R. Augustine, Ann Martin-Iron Mountain (County Board Liaison).

Mr. Cummings called the meeting to order at 5:08 pm. The roll was called with four (4) members present.

Ms. Driscoll moved to approve the agenda as presented. Seconded by Mrs. Hayes. Roll call vote--motion passed unanimously.

Ms. Driscoll moved to approve the minutes of the December 8, 2020 budget hearing and monthly meeting. Seconded by Mr. Lundholm. Roll call vote-motion passed unanimously.

Ms. Driscoll moved to approve the bills for payment in the amount of \$54,435.15. Seconded by Mr. Lundholm. Roll call vote—motion passed unanimously.

PUBLIC PARTICIPATION No participants.

DIRECTOR REPORT Brief discussion was held. Ms. Driscoll moved to approve the Director's Report as presented. Seconded by Mr. Lundholm. Roll call vote—motion passed unanimously.

COVID STAFF LIAISON – VICKI UNDERHILL Mrs. Underhill noted there were no staff issues to report.

2021 COMMITTEE APPOINTMENTS

Chairman Cummings made the following committee appointments for 2021:

Long Range Planning/Finance:

*William Cummings; Robert Lundholm

Personnel: *William Cummings; Katy Driscoll

Policy: *Katy Driscoll; Donna Hayes

Building: William Cummings

(*Committee Chair)

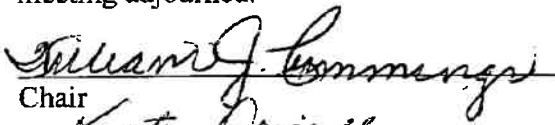
PUBLIC PARTICIPATION No participants.

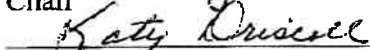
COUNTY BOARD PREROGATIVE Mrs. Martin reported the County Board held their organizational meeting via Zoom and Henry Wender was elected as the County Board Chair and Barb Kramer as Vice Chair/Finance Chair.

BOARD PREROGATIVE

Board members wished all a Happy New Year and looks forward to working with one another in person.

Ms. Driscoll moved to adjourn at 5:23 pm. Seconded by Mr. Lundholm. Roll call vote—meeting adjourned.


Chair


Secretary

7-0-3

4-26-21

Dickinson County Library Virtual Board Meeting

TIME: Tuesday, February 9, 2021; 5:00 pm

PRESENT: K. Driscoll-Sagola Township, D. Hayes-Kingsford, R. Lundholm-Iron Mountain, W. Cummings-Iron Mountain, M. Buck, R. Augustine, Barbara Kramer-Iron Mountain (County Board Commissioner).

Mr. Cummings called the meeting to order at 5:00 pm. The roll was called with four (4) members present.

Ms. Driscoll moved to approve the agenda as presented. Seconded by Mrs. Hayes. Roll call vote--motion passed unanimously.

Mr. Lundholm moved to approve the minutes of the January 4, 2021 organizational and regular monthly meeting. Seconded by Ms. Driscoll. Roll call vote-motion passed unanimously.

Ms. Driscoll moved to approve the bills for payment in the amount of \$40,866.52. Seconded by Mr. Lundholm. Roll call vote—motion passed unanimously.

PUBLIC PARTICIPATION No participants.

DIRECTOR REPORT Brief discussion was held. Mrs. Buck noted the Superiorland Library Cooperative Board is moving forward with a Director search.

COVID STAFF LIAISON – VICKI UNDERHILL Mrs. Underhill noted the staff continue to do their jobs and get items out to the public but are also waiting to see what the next step will be.

COMPUTER/SCANNER PURCHASES

Mrs. Hayes moved to approve the purchase of six (6) Dell OptiPlex 3080 Computers (\$4380); 1 Latitude 5230 CORE Laptop Computer (\$1394); 1 Dell Thunderbolt Docking Station (\$283.89); and 3 Epson DS-70 Sheetfed Scanners (\$284.82) at a total cost of \$6342.71. Seconded by Mr. Lundholm. Roll call vote—motion passed unanimously.

OPEB BENEFITS REPORT & VALUATION

Mr. Lundholm moved to approve the quote from Watkins Ross & Company in the amount of \$1200 for the 2020 interim report using a roll-forward from 2019. Seconded by Ms. Driscoll. Roll call vote—motion passed unanimously.

POLICY COMMITTEE RECOMMENDATIONS:

AUTOMATED CLEARING HOUSE; CIRCULATION POLICY; COMPUTER USE & INTERNET ACCESS POLICY; ELIGIBILITY FOR LIBRARY CARD POLICY; INVESTMENT POLICY; MATERIAL SELECTION POLICY

Mr. Lundholm moved to approve the revisions as recommended by the Policy Committee. Seconded by Mrs. Hayes. Roll call vote—motion passed unanimously.

COVID-19 Brief discussion was held.

PUBLIC PARTICIPATION No participants.

COUNTY BOARD PREROGATIVE Mrs. Kramer is looking forward to the Storytime in the Park at Lake Antoine this summer. She also thanked the Board for the opportunity to sit in on this meeting.

BOARD PREROGATIVE

Board members wished all a Happy Valentine's Day and looks forward to meeting in person. Mr. Cummings commended the staff and Administration on their good work in keeping the library moving forward.

Ms. Driscoll moved to adjourn at 5:19 pm. Seconded by Mrs. Hayes. Roll call vote—meeting adjourned.

William J. Cummings
Chair

Katy Driscoll
Secretary

7-P-(1-5)
4-26-21

Reclassification Clerk's Office

Position	Current Classification	New Classification	Current Starting Payrate	New Starting Payrate	Increase
Chief Deputy Clerk	11	12	\$18.287	\$19.592	\$1.305
Chief Deputy ROD	9	12	\$17.374	\$19.562	\$2.188
Circuit Court Clerk	7	10	\$16.652	\$17.974	\$1.322
Deputy Clerk	6	8	\$16.372	\$16.936	\$0.564
Deputy ROD	6	8	\$16.372	\$16.936	\$0.564

Department Assistant -Part Time person to remain the same at T1950-6

Employees promoted to a higher classification shall receive the rate of pay of the first step of the new classification representing a pay increase in the classification to which they are promoted, as of the date of commencement of the duties thereof.

7-P-6
4-26-21

Courthouse and Grounds and Parks

On-Call Pay

Supervisor	\$973.33
Maintenance Worker 1	\$973.33
Maintenance Worker 2	\$973.33

\$8.00 Per Day \$2,920.00 Annually

On Call Pay

District and Probate Court Probation Officers required to be on call shall be compensated for such on-call duty at the rate of \$8.00/day. Airport employees required to be on call shall be compensated for such on-call duty at the rate of \$8.00/day. It is understood that the daily rate is for 24 hours of coverage and includes weekends and holidays. Payment for on-call pay shall be made annually in a lump sum in the year following the rendering of service *i.e. on-call pay for 2015 shall be paid in January of 2016*. In those instances when the Deputy District Court Clerk provides occasional weekend on call coverage as Magistrate, the rate of pay shall be the highest of the daily per diem rate established by state statute (MCLA 600.8521) or the amount provided by union contract.

Park Office/Store Manager

7-P-7
4-26-21

Pay Grade: Hourly TBD

SUMMARY

SUPERVISION RECEIVED

Work is performed under the supervision of the Courthouse, Grounds and Park Supervisor.

SUPERVISION EXERCISED

Oversee the park store/park office personnel.

RESPONSIBILITIES AND ESSENTIAL DUTIES AND FUNCTIONS

An employee in this position may be called upon to do any or all of the following essential duties: (These examples **do not** include **all** of the duties which the employee may be expected to perform.)

1. Greets, screens, assists and directs callers and visitors; provides information to other personnel; answers questions and takes and relays messages. Opens and distributes mail.
2. Registers all campers in the computer database. Collection of fees.
3. Responsible for cash flow, receipts, reconciliation of the Park Office/Store.
4. Prepares a variety of documents, reports, records and correspondence.
5. Maintains files, records, databases and spreadsheets.
6. Will assist the CGP Supervisor/Park Maintenance Crew with light duty within the park.
7. Schedule work hours for Office/Store employees.
8. Inventory store merchandise.
9. Order store merchandise with approval from the CGP Supervisor.
10. Perform other related functions as assigned or required.

**ESSENTIAL FUNCTIONS, QUALIFICATIONS AND KNOWLEDGES,
SKILLS AND ABILITIES FOR EMPLOYMENT**

All of the following functions, knowledge, skills, abilities (KSA's) and duties are essential. An employee in this class, upon appointment, should have the equivalent of the following:

- Requires the ability to perform basic level of data analysis including the ability to review, classify, categorized, prioritize and/or reference data, statutes and/or guidelines and/or group.
-

- Requires the ability to utilize a wide variety of references, descriptive, advisory and/or design data and information such as agendas, meeting minutes, reports, memos, manuals, contracts, policies, rules, bylaws, procedures and non-routine correspondence.
- Requires the ability to communicate orally and in writing with the CGP Supervisor and the public.
- Requires the ability to perform manual "outdoor" labor when necessary.

PHYSICAL REQUIREMENTS

- Requires the ability to operate, calibrate, tune and synchronize, and perform complex rapid adjustments on equipment, machinery and tools such as a computer and other office machines and/or related materials used in performing essential functions.
- Ability to coordinate eyes, hands, feet, limbs in performing skilled movements such as rapid keyboard use.
- Tasks involve the ability to exert light physical effort in sedentary to light work, but which may involve some lifting, carrying, pushing and pulling of objects weighing five to ten pounds.

ENVIRONMENTAL ADAPTABILITY

- Ability to work under safe and comfortable conditions where exposure to environmental factor is minimal and poses a very limited risk of injury.

Dickinson County, Michigan is an Equal Opportunity Employer. In compliance with the American with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

PAY SCALE

TBD

DICKINSON COUNTY TREASURER
LORNA CAREY
IRON MOUNTAIN
MICHIGAN

7-P-9
4-26-21

NATALIE ROSSI, CHIEF DEPUTY
NANCY McCOLE, DEPUTY
JULIE BUTTERFIELD, DEPUTY

P.O. BOX 609
IRON MOUNTAIN, MI 49801
(906) 774-8130
FAX (906) 774-3183

April 7, 2021

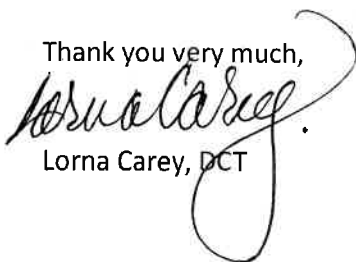
Dickinson County Board of Commissioners
Finance Committee, Barbara Kramer, Chairperson
P.O. Box 609
Iron Mountain, Michigan 49801

Dear Mrs. Kramer and members of the Finance Committee,

It has come to my attention that there are other members of the County's staff, working in other offices than the Treasurer's office, doing similar work to my staff members and making much more money.

I am formally requesting that you authorize Brian Bousley, County Controller to request a study of the duties of my staff to ensure that they are paid appropriately for their efforts towards our County and its residents.

Thank you very much,

A handwritten signature in black ink, appearing to read "Lorna Carey". The signature is fluid and cursive, with a large loop at the end.

Lorna Carey, DCT

7-Q-2
4-26-21

**DICKINSON COUNTY HEALTHCARE SYSTEM (DCHS)
CITY OF IRON MOUNTAIN, MICHIGAN
COUNTY OF DICKINSON
REGULAR MEETING OF THE BOARD OF TRUSTEES
MINUTES
DECEMBER 17, 2020 AT 5:00 PM
VIA ZOOM**

Board Members Present

Margaret Minerick, Chair

Trustees Sally Blom, Jeff Campbell, Dave Holmes, Dan Wender, Dr. John To, Dr. Beth Schroeder,
Kim Van Osdol, Dave Brisson

Also Present

Chuck Nelson, CEO; Brian Donahue, VP of Finance; Sue Hadley, VP Clinical Services; Dennis Smith, COO; Mandy Shelast, VP Clinic Operations; Julius Pearson, VP Human Resources; Meghan Rossato, Executive Director of Operations; Joe Rizzo, Director of Public Relations; Joe Stevens, Dickinson County Board Liaison; Adrienne Chase, Corporate Compliance and Risk Director; Deb Hanson, Controller; Patti Mattson, Recording Secretary; DCHS Staff Members; News Media; Members of the Public

Chair Margaret Minerick called the meeting to order at 5:00 pm.

Minutes:

A motion was made by Trustee Van Osdol supported by Trustee Blom, to approve the minutes of the Regular Board Meeting of November 19, 2020, as presented. Motion Carried: Yeas 9, Nays 0

COMMITTEE REPORTS:

Finance Committee:

Chair Jeff Campbell stated unfortunately, due to the Cyber Incident, the November financials statements will be presented at the January Finance Committee meeting.

A motion was made by Trustee Campbell, supported by Trustee Wender, to approve the purchase of a Varian Linear Accelerator. Motion Carried: Yeas 9, Nays 0

A motion was made by Trustee Campbell, supported by Trustee Brisson, to approve the purchase of a Siemens Computed Tomography (CT) Scanner and a Siemens Magnetic Resonance Imaging (MRI) Scanner, subject to Management discretion, not to exceed \$2.5 million, as presented. Motion Carried: Yeas 9, Nays 0

House Committee:

A motion was made by Trustee Holmes, supported by Trustee Blom, to approve the list of Appointments, Reappointments, and Resignations, dated December 2020, as recommended by the Medical Executive and Credentials Committees. Motion Carried: Yeas 9, Nays 0

A motion was made by Trustee Holmes, supported by Trustee Blom, to approve of the Employment Agreement with Dr. W.B. Carlson Jr., for the provision of Occupational Health and Wound Care Services, as presented. Motion Carried: Yeas 9, Nays 0

A motion was made by Trustee Holmes, supported by Trustee Blom, to approve the Medical Director Agreement with Dr. Ryan Hart, for the provision of Medical Control Authority Medical Director Services, as presented. Motion Carried: Yeas 9, Nays 0

A motion was made by Trustee Holmes, supported by Trustee Blom, to approve the Employment Agreement with Shannon Isaacson-Escobar, PA, for the provision of Primary Care Services, as presented. Motion Carried: Yeas 9, Nays 0

A motion was made by Trustee Holmes, supported by Trustee Blom, to approve the Medical Director Agreement with Dr. Eric Johnson, for the provision of Emergency Department Medical Director Services, as presented. Motion Carried: Yeas 9, Nays 0

A motion was made by Trustee Holmes, supported by Trustee Blom, to approve the Medical Director Agreement with Dr. Elizabeth Mackey, for the provision of Occupational Health and Wound Care Medical Director Services, as presented. Motion Carried: Yeas 9, Nays 0

A motion was made by Trustee Holmes, supported by Trustee Blom, to approve the Employment Agreement with Dr. Gustavo Morel, for the provision of Hematology/Oncology Services, as presented. Motion Carried: Yeas 9, Nays 0

A motion was made by Trustee Holmes, supported by Trustee Blom, to approve the Employment Agreement with Michelle Morel, PA, for the provision of Hematology/Oncology Services, as presented. Motion Carried: Yeas 9, Nays 0

A motion was made by Trustee Holmes, supported by Trustee Blom, to approve the Medical Director Agreement with Dr. Kristi Olson, for the provision of Diabetes Center Medical Director Services, as presented. Motion Carried: Yeas 9, Nays 0

A motion was made by Trustee Holmes, supported by Trustee Van Osdol, to approve the Employment Agreement with Dr. Adam Ryan, for the provision of OB/GYN Services, as presented. Motion Carried: Yeas 9, Nays 0

Nominating Committee:

Chair Margaret Minerick stated there are five applicants to replace outgoing Trustees Dave Brisson and Jeff Campbell. The candidates include: Brian Bousley, Paul Bujold, Anthony Grudnowski, Jennifer Grudnowski, and Alyssa Hartwig.

A motion was made by Trustee Brisson, supported by Trustee Holmes, to approve the appointment of Alyssa Hartwig to a 4-year term on the Board of Trustees, beginning January 1, 2021 – subject to the advice and consent of the Dickinson County Board of Commissioners. Motion Carried: Yeas 9, Nays 0

A motion was made by Trustee Blom, supported by Trustee To, to approve the appointment of Paul Bujold to a 4-year term on the Board of Trustees, beginning January 1, 2021 – subject to the advice and consent of the Dickinson County Board of Commissioners. Motion Carried: Yeas 9, Nays 0

These appointments will be forwarded to the County Board for approval. Chair Minerick thanked all applicants and noted we will keep applications on file for the two openings coming up in the next year.

Quality Improvement Committee:

A motion was made by Trustee Blom, supported by Trustee Brisson, to approve the Quality Improvement Committee minutes of November 10, 2020, as presented. Motion Carried: Yeas 9, Nays 0

Safety Committee:

No minutes submitted for approval.

Hospital Foundation Update – Tamara Juul

Tamara Juul was not present.

OLD BUSINESS: None.

NEW BUSINESS:

County Board Liaison Comments:

Joe Stevens stated the Trustee nominees will be voted on at the next County Board Meeting, before the first of the year. Mr. Stevens thanked Trustees Dave Brisson and Jeff Campbell for their service and for getting us through the last few years. He wished everyone a Merry Christmas. Mr. Stevens noted the Hospital and Health Department leadership is the best in Michigan, and with the vaccine, we can look forward to better days ahead in 2021.

COVID-19 Update – Sue Hadley

Sue Hadley stated our Pfizer COVID vaccines arrived today, there are 975 doses. We began rolling them out to our Priority 1 staff, including front line workers. Pam Faccio, RN, ICU charge nurse, was the first vaccinated and Dr. Don Kube, COS, was the second person vaccinated. We vaccinated over 30 people today. DCH will partner with the Health Department and the community on vaccines, following MDHHS guidelines. Ms. Hadley thanked the COVID Steering Committee for their continued work since March. Ms. Hadley also thanked the DCH Foundation for assisting in the purchase of a freezer to house the vaccines.

Executive Update – Chuck Nelson

- COVID management has been a big challenge in 2020. While managing a COVID surge, we also experienced a cyber incident. The team has done a tremendous job with great patient care and safety. Our staff has faced significant challenges in a positive way.
- DCHS has been recognized again by the Leapfrog organization with a Safety Award.
- We have added providers in Heart Care, Cancer Care, Family Medicine and Pediatrics.
- Our collaboration with UP Rehab Services continues.
- A remodeling initiative continues, supported by the DCH Foundation.
- DCH has received a commitment from Dr. Charles Keoleian, Urologist, to join us in February 2021.
- DCH has been named the premier sponsor of the Pine Mountain Continental Cup, to be held in February 2021.
- Mr. Nelson wished everyone a Merry Christmas and Happy New Year.

Public Comment

None

Trustee Personal Privilege

- Trustee Dave Brisson stated it has been great experience being on the Board. When he began his term, there was 12 days-of-cash on hand and bankruptcy discussed. Mr. Brisson thanked the Board for having him.
-

- Trustee Sally Blom stated she will miss Trustees Jeff Campbell and Dave Brisson. Trustee Blom wished everyone a Merry Christmas.
- Trustee John To thanked Trustees Jeff Campbell and Dave Brisson for their service, noting he learned a lot from them. Trustee To wished everyone a Merry Christmas and Happy New Year.
- Trustee Kim Van Osdol noted he will miss Trustees Dave Brisson and Jeff Campbell on the Finance Committee and wished them the best. Trustee Van Osdol wished everyone a Merry Christmas and Happy New Year.
- Trustee Dave Holmes noted he learned a lot from Trustees Dave Brisson and Jeff Campbell, and it is no secret why they are successful people. Dave Brisson joined the Board at a difficult time and Jeff Campbell stayed on through difficult times as well. Trustee Holmes wished everyone a Merry Christmas.
- Trustee Beth Schroeder thanked Trustees Dave Brisson and Jeff Campbell. Trustee Schroeder stated she is excited about the direction the hospital is taking and the success that came this year; along with the move to positive things in 2021 regarding COVID. Trustee Schroeder wished everyone a Merry Christmas and Happy New Year.
- Trustee Dan Wender thanked Trustees Dave Brisson and Jeff Campbell, noting because of them the community is a better place. Trustee Wender wished everyone a Merry Christmas and Happy New Year.
- Trustee Jeff Campbell stated it has been a roller coaster ride over past seven years on the Board. He thanked current and past Board members for their service to the community. He also thanked current and past DCH staff, noting because of them we have an upstanding healthcare system. Trustee Campbell wished everyone the best of luck and a Merry Christmas.
- Chair Margaret Minerick thanked Trustee Jeff Campbell for his 7 plus years on the Board, noting some of those years were not easy. Chair Minerick also thanked Trustee Dave Brisson and noted he has been a great addition to the Board and will be missed. Chair Minerick thanked the DCH Team for getting us through COVID, the cyber issue, and the USDA application. Chair Minerick wished everyone a Merry Christmas and Happy New Year.

A motion to adjourn the meeting at 5:32 pm was made by Trustee Van Osdol, supported by Trustee Wender; Motion Carried.

APPROVED 1/28/21

/s/ Margaret Minerick

Margaret Minerick, Chair

I, Sally Blom, Secretary of the Board of Trustees of Dickinson County Healthcare System (the "Board"), hereby certify that these Minutes of the Board Meeting held on December 17, 2020, were duly approved by the Board at a meeting held on Thursday, January 28, 2021, at which a quorum was present and acting throughout.

/s/ Sally Blom

Sally Blom, Secretary

PM

**DICKINSON COUNTY HEALTHCARE SYSTEM (DCHS)
CITY OF IRON MOUNTAIN, MICHIGAN
COUNTY OF DICKINSON
REGULAR MEETING OF THE BOARD OF TRUSTEES
MINUTES
JANUARY 28, 2021 AT 5:00 PM
VIA ZOOM**

Board Members Present

Margaret Minerick, Chair

Trustees, Sally Blom, Paul Bujold, Alyssa Hartwig, Dave Holmes, Dr. Beth Schroeder, Dr. John To, Kim Van Osdol, Dan Wender

Also Present

Chuck Nelson, CEO; Dennis Smith, COO; Brian Donahue, CFO; Sue Hadley, VP of Clinical Services & Population Health; Julius Pearson, VP of Human Resources; Meghan Rossato, Executive Director of Operations; Joe Rizzo, Director of Public Relations; Mandy Shelast, VP of Physician Services; Adrienne Chase, Corporate Compliance and Risk Officer; Joe Stevens, Dickinson County Board Liaison; Tamara Juul, DCH Foundation Executive Director; Mike Celello, Hospital Counsel; Patti Mattson, Recording Secretary; DCHS Staff Members; News Media; Members of the Public

Chair Margaret Minerick called the meeting to order at 5:00 pm. Roll call attendance was taken.

Chair Minerick introduced new Trustees, Alyssa Hartwig and Paul Bujold. They both enter the Board with strong financial backgrounds. Chair Minerick thanked the Trustees for joining the Board.

Election of Officers: Chair: A motion was made by Trustee Holmes, supported by Trustee Van Osdol, nominating Trustee Margaret Minerick as Chair for 2021. Following three calls for additional nominations by Trustee Holmes, a motion was made by Trustee Holmes, supported by Trustee Van Osdol, that nominations be closed and a unanimous ballot be cast for Trustee Minerick as Chair for 2021; Motion Carried. 8 Yeas, 0 Nays (Trustee Minerick abstained).

Vice-Chair: A motion was made by Trustee Wender, supported by Trustee Van Osdol, nominating Trustee Dave Holmes as Vice Chair for 2021. Following three calls for additional nominations by Chair Minerick, a motion was made by Trustee Wender, supported by Trustee Blom, that nominations be closed and a unanimous ballot be cast for Trustee Holmes as Vice Chairman for 2021; Motion Carried. 8 Yeas, 0 Nays. (Trustee Holmes abstained).

Secretary: A motion was made by Trustee Blom, supported by Trustee Van Osdol, nominating Trustee John To as Secretary for 2021. Following three calls for additional nominations by Chair Minerick, a motion was made by Trustee Blom, supported by Trustee Van Osdol, that nominations be closed and a unanimous ballot be cast for Trustee Blom as Secretary for 2021; Motion Carried. 8 Yeas, 0 Nays (Trustee To abstained).

Annual Resolutions/Conflict of Interest: Hospital Board members annually sign a conflict of interest disclosure (Board Policy 4) and publicly state any conflicts. Chair Minerick read the Annual Resolution to cover the individual community members who comprise the Board and may have businesses that may do business with the hospital. The statement points out what each Board member has for potential conflict, but does not preclude them from doing business. Board members noted below read the following statement:

Dickinson County Healthcare System recognizes that Trustee **Sally Blom** is an Associate Broker with Stephens and Associates real estate and the healthcare system may purchase goods or services from said business and Trustee Blom shall comply with the requirements of Policy 4 of the Dickinson County Board of Trustees should a conflict arise between her employment and her position as a trustee.

Dickinson County Healthcare System recognizes that Trustee **Paul Bujold** is employed by M. J. Electric of Iron Mountain and the healthcare system may purchase goods or services from said business and Trustee Bujold shall comply with the requirements of Policy 4 of the Dickinson County Board of Trustees should a conflict arise between his employment and his position as a trustee.

Dickinson County Healthcare System recognizes that Trustee **Alyssa Hartwig** is employed by M. J. Electric of Iron Mountain and the healthcare system may purchase goods or services from said business and Trustee Hartwig shall comply with the requirements of Policy 4 of the Dickinson County Board of Trustees should a conflict arise between her employment and her position as a trustee.

Dickinson County Healthcare System recognizes that Trustee **David Holmes** is employed by Breitung Township Schools and the healthcare system may purchase goods or services from said business and Trustee Holmes shall comply with the requirements of Policy 4 of the Dickinson County Board of Trustees should a conflict arise between his employment and his position as a trustee.

Dickinson County Healthcare System recognizes that Trustee **Margaret Minerick** is a joint owner of Minerick Logging, Inc., Minerick Trucking, Inc., Sagola Hardwoods, LLC, Florence Hardwoods, LLC, Florence Transport, LLC, Ford River Land, LLC, and the healthcare system may purchase goods or services from said businesses and Trustee Minerick shall comply with the requirements of Policy 4 of the Dickinson County Board of Trustees should a conflict arise between her employment and her position as a trustee.

Dickinson County Healthcare System recognizes that Trustee **Kim Van Osdol** is employed by Great North Bank and is on the Board of Directors of LE Jones Company, and the healthcare system may purchase goods or services from said businesses and Trustee Van Osdol shall comply with the requirements of Policy 4 of the Dickinson County Board of Trustees should a conflict arise between his employment and his position as a trustee.

Dickinson County Healthcare System recognizes that Trustee **Dr. John To** is an owner of Radiology Associates of Iron Mountain, and the healthcare system may purchase goods or services from said business and Trustee To shall comply with the requirements of Policy 4 of the Dickinson County Board of Trustees should a conflict arise between his ownership of the business and his position as a trustee.

Dickinson County Healthcare System recognizes that Trustee **Dr. Beth Schroeder** is an owner of Michigan-Wisconsin Family Practice Associates, P.C., and the healthcare system may purchase goods or services from said business and Trustee Schroeder shall comply with the requirements of Policy 4 of the Dickinson County Board of Trustees should a conflict arise between her ownership of the business and her position as a trustee.

Minutes: A motion was made by Trustee Wender, supported by Trustee Van Osdol to approve the minutes of the Regular Board Meeting of December 17, 2020, as presented. Motion Carried: Yeas 9, Nays 0

COMMITTEE REPORTS:

Finance Committee:

A motion was made by Trustee Van Osdol, supported by Trustee Wender, to approve the November 2020 financial statements, to include bills and payroll, as presented. Motion Carried: Yeas 9, Nays 0

Brian Donahue reported on the November financials. There was a loss for the month due to the cyber incident. We are seeking insurance coverage for the loss. As of November, there is 86 days cash-on-hand.

Finance Committee Chair Kim Van Osdol noted the Finance team did a great job putting the budget together in great detail. The budget was presented this morning at the Finance Committee meeting. A motion was made by Trustee Van Osdol, supported by Trustee Bujold, to approve the 2021 Budget, as presented. A roll call vote was taken. Motion Carried: Yeas 9, Nays 0

A motion was made by Trustee Van Osdol, supported by Trustee Wender, to approve the lowest competitive bidder, Miron Construction, as contracting firm for the Emergency Department Renovation project, with a bid of \$918,859 total, including three phases to be completed in a six month timeline, utilizing 70% local participation in the project, as presented. A roll call vote was taken. Motion Carried: Yeas 9, Nays 0

Bids on the ED renovation project were opened and detail of each bid was presented to the Finance Committee today. The committee focused on Gundlach Champion and Miron Construction. Utilization of local participation in the project and completion timelines were discussed. Meghan Rossato reported on the project and sincerely thanked all of the contractors for their time on this project. Ms. Rossato also thanked Groth Design for their time, architecture, and management of the process. The ED Team is excited and ready to begin this project.

House Committee

A motion was made by Trustee Holmes, supported by Trustee Blom, to approve the list of Appointments, Reappointments, and Resignations, dated January 2021, as recommended by the Medical Executive and Credentials Committees, as presented. Motion Carried: Yeas 9, Nays 0

A motion was made by Trustee Holmes, supported by Trustee Blom, for approval of the Employment Agreement with Dr. Charles Keoleian, for the provision of Urology Services, as presented. Motion Carried: Yeas 9, Nays 0

A motion was made by Trustee Holmes, supported by Trustee Blom, for approval of the Employment Agreement with Dr. Jack Sproul, for the provision of Orthopedic Services, as presented. Motion Carried: Yeas 9, Nays 0

Executive Committee

A motion was made by Trustee Minerick, supported by Trustee Holmes, to approve the minutes of the Executive Committee Meeting of December 17, 2020, as presented. Motion Carried: Yeas 9, Nays 0

Quality Improvement Committee

A motion was made by Trustee Blom, supported by Trustee To, to approve the December 15, 2020, Quality Improvement Committee minutes, as presented. Motion Carried: Yeas 9, Nays 0

Safety Committee

A motion was made by Trustee Wender, supported by Trustee Van Osdol, to approve the December 15,

2020, Safety Committee minutes, as presented. Motion Carried: Yeas 9, Nays 0

Hospital Foundation Update

Tamara Juul stated the renovation of the hospital lobby is complete. Ms. Juul thanked the Public Relations Department for signage giving the DCH Foundation credit for the funding. The DCH Foundation also funded the purchase of the COVID vaccine freezer. Ms. Juul noted the Foundation was happy to be a part of that community initiative. The hospital gift shop has recently been reopened. Ms. Juul stated the Foundation is pleased with the new location. Chair Minerick thanked the Foundation for their generosity.

OLD BUSINESS: None.

NEW BUSINESS:

County Board Liaison Comments:

Joe Stevens welcomed Trustees Alyssa Hartwig and Paul Bujold to the Board. Mr. Stevens noted he looks forward to meeting in person again. Mr. Stevens was pleased to hear great optimism for 2021 and 2022 at the Finance Committee meeting this morning.

COVID-19 Update – Sue Hadley

Sue Hadley stated there has been a decrease in COVID patients. There are currently no COVID patients in the hospital. The vaccines allocated to us by Pfizer have all been allocated. Ms. Hadley noted it is great to see the vaccines getting out to patients. We are partnering with the community in rolling vaccines out to high risk and vulnerable patients. We hope to receive more vaccine allocations in the near future. Chair Minerick noted appreciation for the hard work by the team on the pandemic and vaccines.

Executive Update – Chuck Nelson

Chuck Nelson noted momentum is building for 2021; the year will be exciting for a number of reasons. We have gained stability in adding physicians in urology and orthopedics. This is a great opportunity for patients to have this care close to home. Mr. Nelson stated he is proud of our team for facing many challenges this past year, including COVID, the cyber event, and vaccine roll-out.

The DCH team recently met with the senior analyst from the USDA. Our application is at the national office in Washington D.C., for review. In November 2019, the USDA presented issues they wanted to be addressed. We have addressed all of those issues. This is one of the reasons our loan application is moving forward.

We are preparing to implement Athena, our new electronic medical record. This will raise technology in our clinics. There is a May 2021 implementation date for Athena. We are also implementing a new Human Resources time and attendance system. This will be more effective and efficient than our current software. There is a July 2021 implementation date for the Human Resources system.

DCH was named title sponsor of the Pine Mountain Continental Cup. Unfortunately, there will not be an event this year, due to COVID. Our organization will continue to support the event in the future.

Public Comment:

None

Trustee Personal Privilege:

Chair Margaret Minerick welcomed new Trustees, Alyssa Hartwig and Paul Bujold, to the Board. Chair Minerick also thanked former Trustees Dave Brisson and Jeff Campbell for their time on the Board.

A motion to adjourn the meeting at 5:40 pm was made by Trustee Van Osdol, supported by Trustee Holmes; Motion Carried.

APPROVED 2/25/21

/s/ Margaret Minerick

Margaret Minerick, Chair

I, John S. To, MD, Secretary of the Board of Trustees of Dickinson County Healthcare System (the "Board"), hereby certify that these Minutes of the Board Meeting held on January 28, 2021, were duly approved by the Board at a meeting held on Thursday, February 25, 2021, at which a quorum was present and acting throughout.

/s/ John S. To, MD

John S. To, MD, Secretary

PM

7-6.4
4-26.21

**DICKINSON COUNTY HEALTHCARE SYSTEM (DCHS)
CITY OF IRON MOUNTAIN, MICHIGAN
COUNTY OF DICKINSON
REGULAR MEETING OF THE BOARD OF TRUSTEES
MINUTES
February 25, 2021 AT 5:00 PM
VIA ZOOM**

Board Members Present

Margaret Minerick, Chair

Trustees, Sally Blom, Paul Bujold, Alyssa Hartwig, Dave Holmes, Dr. Beth Schroeder, Dr. John To, Kim Van Osdol, Dan Wender

Also Present

Chuck Nelson, CEO; Dennis Smith, COO; Brian Donahue, CFO; Sue Hadley, VP of Clinical Services & Population Health; Julius Pearson, VP of Human Resources; Meghan Rossato, Executive Director of Operations; Joe Rizzo, Director of Public Relations; Mandy Shelast, VP of Physician Services; Adrienne Chase, Corporate Compliance and Risk Officer; Joe Stevens, Dickinson County Board Liaison; Tamara Juul, DCH Foundation Executive Director; Mike Celello, Hospital Counsel; Patti Mattson, Recording Secretary; DCHS Staff Members; News Media; Members of the Public

Chair Margaret Minerick called the meeting to order at 5:00 pm. Roll call attendance was taken.

Minutes: A motion was made by Trustee Van Osdol, supported by Trustee Holmes, to approve the minutes of the Regular Board Meeting of January 28, 2020, as presented. Motion Carried: Yeas 9, Nays 0

COMMITTEE REPORTS:

Finance Committee:

A motion was made by Trustee Van Osdol, supported by Trustee Bujold, to approve the December 2020 financial statements, to include bills and payroll, as presented. Motion Carried: Yeas 9, Nays 0
Brian Donahue summarized the December financials.

A motion was made by Trustee Van Osdol, supported by Trustee Bujold, to approve the Bianco Physical Therapy Proposal, as presented. A roll call vote was taken. Motion Carried: Yeas 9, Nays 0

A motion was made by Trustee Van Osdol, supported by Trustee Blom, to approve the IT Assessment Services Proposal, with Plante Moran, as presented. A roll call vote was taken. Motion Carried: Yeas 9, Nays 0

A motion was made by Trustee Van Osdol, supported by Trustee Wender, to approve Strategic Facility Master Planning Proposal, with Wipfli, as presented. A roll call vote was taken. Motion Carried: Yeas 9, Nays 0

A motion was made by Trustee Van Osdol, supported by Trustee Holmes, to approve the Custom Learning Systems, Reignite Rural Hospital of Choice Proposal, as presented. A roll call vote was taken. Motion Carried: Yeas 9, Nays 0

A motion was made by Trustee Van Osdol, supported by Trustee Wender, to approve engagement with Eide Bailly, to audit DCHS financial statements for 2020, and DCHS Retirement Plan financial statements for 2020, as presented. A roll call vote was taken. Motion Carried: Yeas 9, Nays 0

A motion was made by Trustee Van Osdol, supported by Trustee Bujold, to approve the AFSCME letter of agreement, regarding Wages and Term of Contract, as presented. A roll call vote was taken. Motion Carried: Yeas 9, Nays 0

House Committee

A motion was made by Trustee Wender, supported by Trustee To, to approve the list of Appointments, Reappointments, and Resignations, dated February 2021, as recommended by the Medical Executive and Credentials Committees, as presented. Motion Carried: Yeas 9, Nays 0

A motion was made by Trustee Holmes, supported by Trustee Blom, to approve the Employment Agreement with Dr. Chris Rogalla, for the provision of Family Medicine and Obstetrics Services, as presented. Motion Carried: Yeas 9, Nays 0

Executive Committee

No meeting in January

Quality Improvement Committee

A motion was made by Trustee Blom, supported by Trustee Holmes, to approve the January 19, 2021, Quality Improvement Committee minutes, as presented. Motion Carried: Yeas 9, Nays 0

Safety Committee

A motion was made by Trustee Wender, supported by Trustee Blom, to approve the January 19, 2021, Safety Committee minutes, as presented. Motion Carried: Yeas 9, Nays 0

Hospital Foundation Update

Tamara Juul stated the DCH Foundation Board meets next week and there will be more to report next month on upcoming projects. Ms. Juul extended gratitude to the DCH PR Department, for publicity on the purchase of the vaccine freezer by the Foundation. The Foundation has received wonderful feedback from the community. Chair Minerick thanked the Foundation for their support.

OLD BUSINESS: None.

NEW BUSINESS:

County Board Liaison Comments – Joe Stevens

No comment

COVID-19 Update – Sue Hadley

Sue Hadley stated on March 16, 2021, it will be one year since the COVID Steering Committee was formed. The Committee continues to meet and move forward with vaccines. 2,848 vaccines have been provided by the hospital. Dickinson County provided 6,092 doses through the Health Department. Our COVID volumes continue to be low; we have not had a positive patient in a few weeks. Hopefully we continue to see this trend and more vaccines will roll-out to the community.

Executive Update – Chuck Nelson

Chuck Nelson reflected on all of the work accomplished in 2020. The 2020 Year in Review was shared. The team has done a tremendous job in keeping the organization moving forward and increasing financial

stability. Mr. Nelson reviewed major projects accomplishing growth for the hospital. The addition of key staff members and Providers hired in 2020 and awards were discussed. We are positioned in 2021 to do great work. We look excitedly to future accomplishments. Chair Minerick thanked the team for all of these accomplishments.

Public Comment:

None

Trustee Personal Privilege:

None

A motion to adjourn the meeting at 5:31 pm was made by Trustee To, supported by Trustee Holmes; Motion Carried.

APPROVED March 25, 2021

/s/ Margaret Minerick

Margaret Minerick, Chair

I, John S. To, MD, Secretary of the Board of Trustees of Dickinson County Healthcare System (the "Board"), hereby certify that these Minutes of the Board Meeting held on February 25, 2021, were duly approved by the Board at a meeting held on Thursday, March 25, 2021, at which a quorum was present and acting throughout.

/s/ John S. To, MD

John S. To, MD, Secretary

PM

9-A-1
4-26-21

**APPLICATION FOR APPOINTMENT
DICKINSON COUNTY BOARD, COMMITTEE OR COMMISSION**
(Please note only legible applications can be considered)

I, DENNIS BALDINELLI, hereby submit an application for appointment to
NAME
DICKINSON COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY for 3 from 31 JULY 2021
NAME OF BOARD OR COMMISSION Number of years Exact dates of Appointment
to 31 JULY 2024

TO THE DICKINSON COUNTY BOARD OF COMMISSIONERS:

1. I reside at 205 GARFIELD KINGSFORD 49802
Street City Zip
DICKINSON and have since 1983
County

Mailing address if different than above: _____

Telephone: _____ Cell Phone: 282-8180

Email Address: COUNSELMAN BALDENELLI@GMAIL.COM

2. I am at least 18 years of age: YES ☒ NO ☐

3. I am currently registered to vote: YES ☒ NO ☐

4. Employer: RETIRED, CITY OF KINGSFORD / DICKINSON COUNTY Telephone: 774-0988
774-3526

- a. Indicate nature of your work: COUNCILMAN - BOARD + COMMISSION MEMBER
b. Title: COUNCILMAN

5. Educational Level and degrees received:

B.S.

6. I presently hold the following appointments and elected positions:

COUNCILMAN CITY OF KINGSFORD, CHAIRMAN DICKINSON BROWNFIELD
JURY BOARD, CANVAS BOARD, CODE COMMISSIONER

7. Previously held appointments and/or elected positions:

DICKINSON COUNTY BORDER COMM. MAYOR CITY OF KINGSFORD

8. Have you ever been convicted of a felony? If yes, list each, giving date, nature of offense or violation, name and location of court, the penalty imposed, if any, or the disposition of the case. A conviction will not automatically bar you from an appointment.

NO

9. Do you have a conflict of interest or potential conflict of interest such as a financial or business interest in any contracts, grants, permits, etc. with Dickinson County? If so, list the interest (except where required for the appointment).

NO,

10. List any family members who are or have been employed by Dickinson County or are or have been elected to County offices.

N/A

11. Is this an application for reappointment? Yes ☒ No ☐

If yes, how many years have you served on this board? 2 CURRENT, 5.9 PREVIOUSLY

Please indicate your attendance record for the term(s) served 4 TRAIL No. of meetings attended 1 4 TRAIL No. of meetings held

Comments/clarification (only if necessary)

12. Briefly indicate your qualifications for appointment to this specific board and why you believe your appointment will benefit Dickinson County.

HAVE SERVED MANY YEAR ON THE BROWNFIELD, CURRENTLY SERVICING MML ENERGY + ENVIRONMENT COMMITTEE, PREVIOUS LIC ASBESTOS SUPERVISOR LICENSED IN MICH + WISCONSIN PREVIOUSLY CERTIFIED HAZARDOUS WASTE WORKER.

13. I hereby apply for appointment to DICKINSON COUNTY BROWNFIELD REDEVELOPMENT AUTHORITY and do swear or affirm that (1) if appointed, I will comply with all statutory and other requirements and obligations of my appointment; (2) if I cease to comply with such requirements, I automatically forfeit said appointed position; (3) I hold no position or appointment which is a conflict of interest with the appointed position applied for; and (4) to the best of my knowledge and belief, I possess the requisite qualifications for the office I am seeking.

Dennis R Baldinelli
Signature

DENNIS BALDINELLI
Name (Print or Type)

Note: Applicants may attach additional information pertaining to this application for appointment.

- Resume
- Letter of Reference
- Letter of Intent

9-A-2
4-26-21
1 of 2

March 29, 2021

Brian Bousley, Controller
Dickinson County Courthouse
P.O. Box 609
Iron Mountain, MI 49801

Dear Brian:

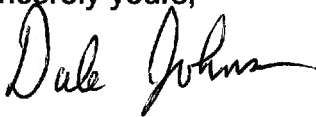
For the past 6 years I have had the privilege of serving as a Dickinson County Road Commissioner. I feel that every concerned citizen has as obligation to contribute to the community. I consider being on the Road Commission Board as one of the best ways for me to fulfill this obligation.

During my time on the Board several innovative projects have been undertaken. Some have been the first in the State of Michigan as well as the Country. The projects are environmentally friendly and has saved tax payer money.

Being on the Board, I am committed to fiscal responsibility and improvement of roads, bridges and the overall health of the Road Commission.

I ask for your support to reappoint me to another term and pledge to serve the people of Dickinson County to the best of my ability.

Sincerely yours,

A handwritten signature in black ink that reads "Dale Johnson". The signature is written in a cursive, flowing style.

Dale Johnson

**APPLICATION FOR APPOINTMENT
DICKINSON COUNTY BOARD, COMMITTEE OR COMMISSION**
(Please note only legible applications can be considered)

I, Dale Johnson, hereby submit an application for appointment to
NAME
Dick. Co. Road Comm. for 3 from 5-1-21
NAME OF BOARD OR COMMISSION Number of years Exact dates of Appointment
to 4-30-24

TO THE DICKINSON COUNTY BOARD OF COMMISSIONERS:

1. I reside at W 9662 M-69 Sagola 49881
Street City Zip
Dickinson and have since 1986
County

Mailing address if different than above: _____

Telephone: 906 542-3861 Cell Phone: 906 282-0181

Email Address: johnsonbro83@yahoo.com

2. I am at least 18 years of age: YES ☒ NO ☐

3. I am currently registered to vote: YES ☒ NO ☐

4. Employer: Johnson Potato Farm Telephone: 906 542-3356

a. Indicate nature of your work: Farmer

b. Title: President

5. Educational Level and degrees received:

High School Diploma

6. I presently hold the following appointments and elected positions:

Road Commission

7. Previously held appointments and/or elected positions:

Chair for Sagola Township Zoning Board

8. Have you ever been convicted of a felony? If yes, list each, giving date, nature of offense or violation, name and location of court, the penalty imposed, if any, or the disposition of the case. A conviction will not automatically bar you from an appointment.

No

9. Do you have a conflict of interest or potential conflict of interest such as a financial or business interest in any contracts, grants, permits, etc. with Dickinson County? If so, list the interest (except where required for the appointment).

No

10. List any family members who are or have been employed by Dickinson County or are or have been elected to County offices.

None

11. Is this an application for reappointment? Yes ☒ No ☐

If yes, how many years have you served on this board? 6 yrs

Please indicate your attendance record for the term(s) served 69 / 72
No. of meetings attended No. of meetings held

Comments/clarification (only if necessary)

12. Briefly indicate your qualifications for appointment to this specific board and why you believe your appointment will benefit Dickinson County.

13. I hereby apply for appointment to Dickinson Co. Road Commission and do swear or affirm that (1) if appointed, I will comply with all statutory and other requirements and obligations of my appointment; (2) if I cease to comply with such requirements, I automatically forfeit said appointed position; (3) I hold no position or appointment which is a conflict of interest with the appointed position applied for; and (4) to the best of my knowledge and belief, I possess the requisite qualifications for the office I am seeking.

Signature

Dale Johnson

Name (Print or Type)

Dale Johnson

Note: Applicants may attach additional information pertaining to this application for appointment.

- Resume
- Letter of Reference
- Letter of Intent

9.4.2
4-26-21
2 of 2

Quintin Olson
W6485 US HWY 2
Quinnesec, MI 49876

Dear Dickinson County Board of Commissioners,

My name is Quintin Olson. For many years I have watched the Dickinson County Road Commissioners as they have worked together to accomplish the needs in our county. I would appreciate your consideration to be a part of the road commission board.

I have grown up around the logging and mining industries. I have extensive knowledge and skill in operating heavy equipment as well as the understanding of what it takes to maintain the equipment. I am also acutely aware of the requirements of maintaining roadways through my many years of employment with the Dickinson County Road Commission. During my years of employment, I moved and operated heavy equipment, as well as maintained snow and ice covered roads as a sander operator. I have enclosed my resume for additional information and review. I believe I would bring value to Dickinson County as a commissioner due to my experience and knowledge base. I understand and agree to work with the current board members to make decisions in the best interest of Dickinson County and the people we represent.

Thank you for your time and consideration for appointment as a Dickinson County Road Commissioner.

Sincerely,



Quintin Olson

**APPLICATION FOR APPOINTMENT
DICKINSON COUNTY BOARD, COMMITTEE OR COMMISSION**
(Please note only legible applications can be considered)

I, Quintin Olson, hereby submit an application for appointment to
NAME
Dickinson County Road Commission for 2 from _____
NAME OF BOARD OR COMMISSION Number of years Exact dates of Appointment
to 4-30-23

TO THE DICKINSON COUNTY BOARD OF COMMISSIONERS:

1. I reside at W6485 US Hwy 2 Quinnesec 49876
Street City Zip
Dickinson and have since November 2011
County

Mailing address if different than above: _____

Telephone: _____ Cell Phone: 906-250-1827

Email Address: quintin.olson69@gmail.com

2. I am at least 18 years of age: YES X NO _____

3. I am currently registered to vote: YES X NO _____

4. Employer: Quintin Olson Enterprises LLC Telephone: 906-250-1827

a. Indicate nature of your work: Tree Service, Firewood, Dirtworks

b. Title: Owner

5. Educational Level and degrees received:

High School Diploma, Kingsford High School

6. I presently hold the following appointments and elected positions:

7. Previously held appointments and/or elected positions:

8. Have you ever been convicted of a felony? If yes, list each, giving date, nature of offense or violation, name and location of court, the penalty imposed, if any, or the disposition of the case. A conviction will not automatically bar you from an appointment.

QUINTIN OLSON

W6485 US HWY 2, Quinnesec, MI49876 • (906) 250-1827 • quintin.olson69@gmail.com

Professional Summary

Skilled Heavy Equipment Operator bringing 14 years of equipment operating experience. Knowledgeable in a wide range of equipment, including dump truck, plow truck, sander, backhoe and front end loader. Reliable and hard worker with strong workplace ethics and integrity.

Skills

- Commercial driving expertise
- Deadline-driven
- Fast learner
- DOT regulations
- Safety-conscious
- License Type CA
- Endorsements NT
- Knowledge of winter road maintenance

Work History

Owner Operator, 6/2020-Current

Quintin Olson Enterprises LLC. - Quinnesec, MI

- Tree Removal, Stump Grinding and Clean-up
- Skid Steer/Mini Excavation Services
- Responsible for giving estimates, completing projects, and collecting payments
- Responsible for hiring workers

Sanitation Worker, 11/2017-6/2020

City of Kingsford-Kingsford MI

- Responsible for removal of refuse
 - Snow removal
 - Assist in mechanical repair as needed
-

Owner Operator, 06/2017 to 10/2018

Quintin Olson Trucking LLC. – Quinnesec, MI

- Established and maintained strong procedures for daily operations.
- Communicated all emergencies, delays due to weather and carrier schedule changes to supervisors.
- Maintenance of logging truck equipment for safety and reliability.
- Adhered to state and federal motor carrier regulations.
- Communicate with job crews and fellow truckers to ensure safety going in and out of job sites.

Heavy Equipment Operator, 11/2005 to 06/2017

Dickinson County Road Commission – Iron Mountain, MI

- Assisted construction personnel with specific job tasks.
 - Observed all safety protocols and procedures to avoid injuries and accidents during each shift.
 - Safely and efficiently operated dump trucks, front end loaders, excavators, skid-steer, low-boy, water truck, sander, plow truck with front plow and wing, wheel vibratory compactor, and backhoe on a regular basis with advanced skill.
 - Communicated issues that needed to be immediately addressed with the foreman for quick resolution.
 - Moved levers to lower and tilt bucket and drove the vehicle forward to push bucket into various materials.
 - Graded and shaped land for building and finishing purposes.
 - Moved materials around construction sites to work locations.
 - Kept careful records of all fuel that was used for equipment, turning logs in daily to the stockroom clerk.
 - Prepared and cleaned construction sites by removing debris.
 - Promoted shop safety by working in a safe manner.
 - Informed supervisors when machines needed major service.
 - Maintained compliance with company standards to perform all maintenance activities.
 - Followed company procedures to maintain work environment in a neat and orderly condition.
 - Consistently assumed additional responsibilities and worked extended hours to meet project deadlines.
 - Operated wide variety of equipment including power saws, sanders, grinders, forklift and basic hand tools.
 - Mixed porridge of catch basins and poured and sawed off concrete and asphalt.
-

- Followed standards and procedures to maintain safe work environment.
- Accurately read, understood, and carried out written instructions.
- Dug trenches, back-filled holes and compacted earth to prepare for new construction.

Sole Proprietor (Firewood Processing/Landscaping Services), 06/2006 to
Current

Quintin Olson – Quinnesec, MI

- Work directly with clients to achieve their landscaping and firewood needs.
- Respond to customer requests promptly and efficiently.
- Meet with clients to understand their goals and create accurate estimates to complete the desired project.

Education

High School Diploma: 2005

Kingsford High School – Kingsford, MI

Emergency Experience

On March 10th, 2016 I was working with a co-worker who experienced a heart attack while on a job site out of town. I immediately put my CPR training to use and rotated with another co-worker to continue CPR until paramedics arrived on scene. This quick action resulted in the saving of his life.

9-4-3
4-26-21

**APPLICATION FOR APPOINTMENT
DICKINSON COUNTY BOARD, COMMITTEE OR COMMISSION**
(Please note only legible applications can be considered)

I, Robert Doepker, hereby submit an application for appointment to
NAME
Furce Lake Natural Area for 3 from 7/14/21
NAME OF BOARD OR COMMISSION Number of years Exact dates of Appointment
to 7/14/24

TO THE DICKINSON COUNTY BOARD OF COMMISSIONERS:

1. I reside at N3056 Furce Lake Dr. IRON Mtn, MI 49801
Street City Zip
Dickinson and have since 2000
County

Mailing address if different than above: _____

Telephone: 906-774-1884 Cell Phone: 906-239-4112

Email Address: doepkerR@baycollege.edu

2. I am at least 18 years of age: YES X NO _____

3. I am currently registered to vote: YES X NO _____

4. Employer: State of MI (Retired) Telephone: 906-563-9247

a. Indicate nature of your work: Wildlife Management

b. Title: WILDLIFE Biologist

5. Educational Level and degrees received:

Master of Science

6. I presently hold the following appointments and elected positions:

None

7. Previously held appointments and/or elected positions:

Furce Lake Commission

8. Have you ever been convicted of a felony? If yes, list each, giving date, nature of offense or violation, name and location of court, the penalty imposed, if any, or the disposition of the case. A conviction will not automatically bar you from an appointment.

NO

9. Do you have a conflict of interest or potential conflict of interest such as a financial or business interest in any contracts, grants, permits, etc. with Dickinson County? If so, list the interest (except where required for the appointment).

NO

10. List any family members who are or have been employed by Dickinson County or are or have been elected to County offices.

NONE

11. Is this an application for reappointment? Yes X No _____

If yes, how many years have you served on this board? 4

Please indicate your attendance record for the term(s) served 40 / 5
No. of meetings attended No. of meetings held

Comments/clarification (only if necessary)

12. Briefly indicate your qualifications for appointment to this specific board and why you believe your appointment will benefit Dickinson County.

Forty years experience Managing Forest Habitat for Wildlife.
Experienced public speaker Regarding Natural Resource
Management

13. I hereby apply for appointment to Forest Land Commission and do swear or affirm that (1) if appointed, I will comply with all statutory and other requirements and obligations of my appointment; (2) if I cease to comply with such requirements, I automatically forfeit said appointed position; (3) I hold no position or appointment which is a conflict of interest with the appointed position applied for; and (4) to the best of my knowledge and belief, I possess the requisite qualifications for the office I am seeking.

Signature

Robert Doepker

Name (Print or Type)

ROBERT DOEPKER

Note: Applicants may attach additional information pertaining to this application for appointment.

- Resume
- Letter of Reference
- Letter of Intent

**APPLICATION FOR APPOINTMENT
DICKINSON COUNTY BOARD, COMMITTEE OR COMMISSION**
(Please note only legible applications can be considered)

9-A-5
4-26-21

I, Wanda Khor, hereby submit an application for appointment to
NAME
Library Board for 2.5 years from exp. 12-31-24
NAME OF BOARD OR COMMISSION Number of years Exact dates of Appointment
to _____.

TO THE DICKINSON COUNTY BOARD OF COMMISSIONERS:

1. I reside at W8685 Mill Hill Est Iron Mt MI 49801
Street City Zip
Dickinson and have since 2008
County

Mailing address if different than above: _____

Telephone: _____ Cell Phone: 906-782-1359

Email Address: wandakhor@yahoo.com

2. I am at least 18 years of age: YES ☒ NO _____

3. I am currently registered to vote: YES ☒ NO _____

4. Employer: Retired Telephone: _____

a. Indicate nature of your work: _____

b. Title: Pre-school teacher

5. Educational Level and degrees received:
Associated degree - early childhood ed

6. I presently hold the following appointments and elected positions:

7. Previously held appointments and/or elected positions:
President Northwoods Garden Club

8. Have you ever been convicted of a felony? If yes, list each, giving date, nature of offense or violation, name and location of court, the penalty imposed, if any, or the disposition of the case. A conviction will not automatically bar you from an appointment.

no

9. Do you have a conflict of interest or potential conflict of interest such as a financial or business interest in any contracts, grants, permits, etc. with Dickinson County? If so, list the interest (except where required for the appointment).

no

10. List any family members who are or have been employed by Dickinson County or are or have been elected to County offices.

none

11. Is this an application for reappointment? Yes _____ No X

If yes, how many years have you served on this board? _____

Please indicate your attendance record for the term(s) served _____ / _____
No. of meetings attended No. of meetings held

Comments/clarification (only if necessary)

12. Briefly indicate your qualifications for appointment to this specific board and why you believe your appointment will benefit Dickinson County.

I have served on a variety of committees - Dickinson City Bike Path, DDA Beautification Committee, Northwoods Garden Club, Our Saviors Lutheran Shepherd Preschool Board.

13. I hereby apply for appointment to Library Board and do swear or affirm that (1) if appointed, I will comply with all statutory and other requirements and obligations of my appointment; (2) if I cease to comply with such requirements, I automatically forfeit said appointed position; (3) I hold no position or appointment which is a conflict of interest with the appointed position applied for; and (4) to the best of my knowledge and belief, I possess the requisite qualifications for the office I am seeking.

Signature

Name (Print or Type)

Note: Applicants may attach additional information pertaining to this application for appointment.

- Resume
- Letter of Reference
- Letter of Intent

9-4-7
4-26-21
1 of 2

**APPLICATION FOR APPOINTMENT
DICKINSON COUNTY BOARD, COMMITTEE OR COMMISSION**
(Please note only legible applications can be considered)

I, Tyler C. Witthack, hereby submit an application for appointment to
NAME
Dickinson County Veteran Affairs Board for three from _____
NAME OF BOARD OR COMMISSION Number of years Exact dates of Appointment
to _____

TO THE DICKINSON COUNTY BOARD OF COMMISSIONERS:

1. I reside at 1103 West A St Iron Mountain 49801
Street City Zip
Dickinson and have since 1/16/21
County

Mailing address if different than above: _____

Telephone: 920-379-6642 Cell Phone: _____

Email Address: tylerwitthack@yahoo.com

2. I am at least 18 years of age: YES ☒ NO ☐

3. I am currently registered to vote: YES ☒ NO ☐

4. Employer: interview this Thursday at the VA. Telephone: _____

a. Indicate nature of your work: _____

b. Title: _____

5. Educational Level and degrees received:

Bachelors

6. I presently hold the following appointments and elected positions:

Trustee for Dickinson County Veterans Alliance, Inc.

Oscar G Johnson VA Medical Center volunteer - Ambassador

7. Previously held appointments and/or elected positions:

N/A

8. Have you ever been convicted of a felony? If yes, list each, giving date, nature of offense or violation, name and location of court, the penalty imposed, if any, or the disposition of the case. A conviction will not automatically bar you from an appointment.

9. Do you have a conflict of interest or potential conflict of interest such as a financial or business interest in any contracts, grants, permits, etc. with Dickinson County? If so, list the interest (except where required for the appointment).

N/A

10. List any family members who are or have been employed by Dickinson County or are or have been elected to County offices.

N/A

11. Is this an application for reappointment? Yes _____ No ☒

If yes, how many years have you served on this board? _____

Please indicate your attendance record for the term(s) served _____ / _____
No. of meetings attended No. of meetings held

Comments/clarification (only if necessary)

12. Briefly indicate your qualifications for appointment to this specific board and why you believe your appointment will benefit Dickinson County.

- Extremely active veteran in my community (just moved from Cedarburg, WI)
- My passion is helping veterans of all eras in any capacity.
- Currently pursuing employment at the VA.
- I am a service-connected, disabled veteran.

13. I hereby apply for appointment to Dickinson County Veteran Affairs Board and do swear or affirm that (1) if appointed, I will comply with all statutory and other requirements and obligations of my appointment; (2) if I cease to comply with such requirements, I automatically forfeit said appointed position; (3) I hold no position or appointment which is a conflict of interest with the appointed position applied for; and (4) to the best of my knowledge and belief, I possess the requisite qualifications for the office I am seeking.

Signature

TB

Name (Print or Type)

Tyler Wittold

Note: Applicants may attach additional information pertaining to this application for appointment.

- Resume
- Letter of Reference
- Letter of Intent

SUMMARY OF QUALIFICATIONS:

Experienced, driven and detail-oriented Operations Manager that has excellent interpersonal skills paired with strong business acumen. Exceptionally professional and focused with a very strong work ethic, in addition to outstanding critical thinking, networking, customer service and organizational skills.

CORE COMPETENCIES:

- | | | |
|-----------------------|------------------|-------------------|
| • FLEXIBILITY | • RELIABILITY | • INTEGRITY |
| • ANALYTICAL THINKING | • CAREER-FOCUSED | • PROBLEM SOLVING |
| • ADAPTABLE | • COMMUNICATION | • RESULTS-DRIVEN |
| • FORWARD THINKING | • TEAMWORK | • INNOVATIVE |

PROFESSIONAL EXPERIENCE:

Fed Ex Express – Milwaukee, WI	Operations Manager	2017 - 2019
---------------------------------------	---------------------------	--------------------

- Perform daily performance reviews along with auditing timecards to ensure accurate coding and pay for my workgroup that consists of thirty direct-report employees.
- Responsible for route planning, truck assignment, safety and the nightly sort operation to achieve numerous station, district, regional and corporate performance expectations and goals.
- Successfully manage a \$100 million account at an offsite location.
- Conduct interviews in addition to training and coaching new hire employees.
- Successfully communicate with a diverse work environment.
- Safely handle sensitive information and maintain confidentiality.
- Support senior management regarding cost-saving and/or profit-generating opportunities, in addition to managing monthly, quarterly and fiscal budgets and tasks.
- Participate in assigned improvement projects.
- Identify trends and safely recommend improvements through motivation and teamwork.
- Complete annual reviews of each employee via Workday software.
- Delegate specific tasks where necessary to drive operational excellence.
- Employ critical thinking to ensure quick and logical decision-making and troubleshooting.
- Adhere to and promote all safety programs and policies in accordance with OSHA and DOT compliance.
- Establish, develop and maintain working relationships with clients, colleagues and affiliates.
- Mentor, coach and support employees for career development and progression as needed.

Fed Ex Express – Manchester, NH	Operations Manager	2015 - 2016
--	---------------------------	--------------------

- Administer, analyze and file various performance reports via field web reporting software and various Excel macros.
- Perform daily timecard assessments to ensure accurate coding and pay along with route performance reviews for the previous day.
- Work with the local engineer and dispatch team to achieve numerous daily, weekly and monthly goals for the district, region and overall division.
- Implement an annual Performance, Development and Discussion for each employee in my workgroup.

• tylerwittock@yahoo.com • (920) 379-6642 •
• 1103 West A St. Iron Mountain, MI 49801 •

- Complete a monthly fuel reconciliation report and audit for all fleet cardholders.
- Delegate tasks when needed during the morning sort operation.
- Efficiently plan and prioritize while maximizing resources.
- Conduct interviews for potential new hires and replacement employees.
- Successfully communicate with a diverse work environment.
- Employ critical thinking to ensure quick and logical decision-making on a regular basis.

Fed Ex Express – Appleton, WI**Courier / Load Captain****2008 - 2014**

- Pick-up and delivery of packages in a timely and effective manner.
- Ensure airplane gets loaded correctly, safely and efficiently.
- Safely achieve numerous performance goals and expectations.
- Successfully adhere to all company policies and procedures.

EDUCATION:

- University of Wisconsin-Green Bay, *Bachelor of Arts*: Interdisciplinary Studies with an emphasis in Business Administration, Honors: Cum Laude.

MILITARY EXPERIENCE:

United States Navy**Postal Clerk / Auxiliary Security Force****2000 – 2005**

- Provide operational and logistical support for the operating units of the United States Navy, Joint Task Force GTMO Enduring Freedom, Department of State, United States Coast Guard and Drug Enforcement Agency.
- Augment base security personnel during contingencies, terrorist attacks, natural disasters, civil disturbances, exercises and special events that require heightened levels of security.
- Perform counter operations similar to those at United States Postal Service offices, such as selling stamps, handling money orders, preparing claims, tracers, and inquiries and preparing and maintaining postal records and reports.
- Awarded Navy and Marine Corps Achievement medal, Kosovo NATO Medal, National Defense Medal and Good Conduct medal while stationed in both Italy and Cuba.

VOLUNTEER AFFILIATIONS:

- American Legion, Post 50 in Iron Mountain, MI.

9-4-7
4-26-21
2 of 2

APPLICATION FOR APPOINTMENT
DICKINSON COUNTY BOARD, COMMITTEE OR COMMISSION
(Please note only legible applications can be considered)

I, Dylan Robert Bolander, hereby submit an application for appointment to
NAME

Dickinson Co Veterans Board for _____ from _____
NAME OF BOARD OR COMMISSION Number of years Exact dates of Appointment

to _____

TO THE DICKINSON COUNTY BOARD OF COMMISSIONERS:

1. I reside at 946 Cox Street Quinnese 49876
Street City Zip

Dickinson and have since March 13, 2020
County

Mailing address if different than above: N/A

Telephone: 906 396 3895 Cell Phone: Same

Email Address: Karzaan81@gmail.com

2. I am at least 18 years of age: YES ☒ NO ☐

3. I am currently registered to vote: YES ☒ NO ☐

4. Employer: Retired Telephone: N/A

a. Indicate nature of your work: _____

b. Title: _____

5. Educational Level and degrees received:

Bachelor of Science - Communications

6. I presently hold the following appointments and elected positions:

N/A

7. Previously held appointments and/or elected positions:

N/A

8. Have you ever been convicted of a felony? If yes, list each, giving date, nature of offense or violation, name and location of court, the penalty imposed, if any, or the disposition of the case. A conviction will not automatically bar you from an appointment.

No.

9. Do you have a conflict of interest or potential conflict of interest such as a financial or business interest in any contracts, grants, permits, etc. with Dickinson County? If so, list the interest (except where required for the appointment).

No.

10. List any family members who are or have been employed by Dickinson County or are or have been elected to County offices.

N/A

11. Is this an application for reappointment? Yes _____ No X

If yes, how many years have you served on this board? _____

Please indicate your attendance record for the term(s) served _____ / _____
No. of meetings attended No. of meetings held

Comments/clarification (only if necessary)

12. Briefly indicate your qualifications for appointment to this specific board and why you believe your appointment will benefit Dickinson County.

Excellent communication skillset in multimedia platforms as well as interpersonal skills. I am a retired Air Force Public Affairs Master Sergeant and have close to 30 years experience communicating messages to various audiences.

13. I hereby apply for appointment to Dickinson Co Veterans Board and do swear or affirm that (1) if appointed, I will comply with all statutory and other requirements and obligations of my appointment; (2) if I cease to comply with such requirements, I automatically forfeit said appointed position; (3) I hold no position or appointment which is a conflict of interest with the appointed position applied for; and (4) to the best of my knowledge and belief, I possess the requisite qualifications for the office I am seeking.

Signature

Name (Print or Type)

Note: Applicants may attach additional information pertaining to this application for appointment.

- Resume
- Letter of Reference
- Letter of Intent

9-A-9
4-26-21

APPLICATION FOR APPOINTMENT
DICKINSON COUNTY BOARD, COMMITTEE OR COMMISSION
(Please note only legible applications can be considered)

I, Amber Butterfield, hereby submit an application for appointment to
NAME
Solid Waste Management Planning for (1) from April 21, 2021
NAME OF BOARD OR COMMISSION Number of years Exact dates of Appointment
Committee
to June 1, 2022

TO THE DICKINSON COUNTY BOARD OF COMMISSIONERS:

1. I reside at 529 Harding Ave Kingsford 49802
Street City Zip
Dickinson and have since 2011
County

Mailing address if different than above: N/A

Telephone: N/A Cell Phone: 906-396-5434

Email Address: Ar.butterfield11@gmail.com

2. I am at least 18 years of age: YES X NO

3. I am currently registered to vote: YES X NO

4. Employer: Dickinson Conservation District Telephone: 906-774-1550 x180

a. Indicate nature of your work: Natural Resource/Administration

b. Title: District Manager

5. Educational Level and degrees received:

Associates in Science with a Certificate of Sustainability

6. I presently hold the following appointments and elected positions:

N/A

7. Previously held appointments and/or elected positions:

N/A

8. Have you ever been convicted of a felony? If yes, list each, giving date, nature of offense or violation, name and location of court, the penalty imposed, if any, or the disposition of the case. A conviction will not automatically bar you from an appointment.

No

9. Do you have a conflict of interest or potential conflict of interest such as a financial or business interest in any contracts, grants, permits, etc. with Dickinson County? If so, list the interest (except where required for the appointment).

No

10. List any family members who are or have been employed by Dickinson County or are or have been elected to County offices.

Francis Brouillette - Great Uncle ; Mary Brouillette - Barglund
second cousin

11. Is this an application for reappointment? Yes _____ No X

If yes, how many years have you served on this board? _____

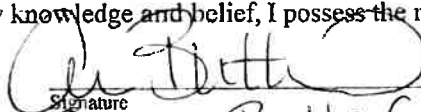
Please indicate your attendance record for the term(s) served _____ / _____
No. of meetings attended No. of meetings held

Comments/clarification (only if necessary)

12. Briefly indicate your qualifications for appointment to this specific board and why you believe your appointment will benefit Dickinson County.

As the District Manager of the Dickinson Conservation District we serve the citizens of Dickinson County, & our resource survey indicates that solid waste is an issue concern for the public

13. I hereby apply for appointment to Solid Waste Management Planning Committee and do swear or affirm that (1) if appointed, I will comply with all statutory and other requirements and obligations of my appointment; (2) if I cease to comply with such requirements, I automatically forfeit said appointed position; (3) I hold no position or appointment which is a conflict of interest with the appointed position applied for; and (4) to the best of my knowledge and belief, I possess the requisite qualifications for the office I am seeking.



Signature

Amber Butterfield

Name (Print or Type)

Note: Applicants may attach additional information pertaining to this application for appointment.

- Resume
- Letter of Reference
- Letter of Intent

GUNDLACH CHAMPION

SINCE 1898

9-B
426-21

Corporate Office
180 Traders Mine Rd
PO Box 490
Iron Mountain, MI 49801
P (906) 779-2303
F (906) 779-8947

Regional Office
200 5th Street
Calumet, MI 49913
P (906) 337-0700
F (906) 337-4328

www.gcfirst.com

A Champion, Inc.
Company

March 9, 2021

Brian R. Bousley, Controller/Administrator
Dickinson County
705 S. Stephenson Ave.
Iron Mountain, MI 49801
Email: bbousley@dickinsoncountymi.gov

RE: Pine Mountain Ski Jump – Elevator

Dear Brian:

Gundlach Champion respectfully submits a draft of a Preliminary Design-Build Agreement for the Pine Mountain Ski Jump Elevator project for your review. The agreement will start the design process for a new elevator to access the recently constructed warming hut on the Pine Mountain Ski Jump.

The design will assist the County in determining the viability of installing the elevator as a part of a potential revenue source and attracting tourism to Dickinson County. The elevator may also be used for future Continental Cup and World Cup Ski Jumping events.

The design will include a review of the Michigan Building Code requirements for the proper construction of the elevator tower. The design will also include input from elevator suppliers to understand and coordinate the elevator requirements for tourists and jumpers. A preliminary design of Kramer Road at the ski jump location will also be included in the design. Estimates and schedules will be reviewed with the County at the preliminary and schematic design phases.

Gundlach Champion will procure the services of Coleman Engineering and Integrated Designs. Both design professionals were involved in the Pine Mountain Ski Jump Modifications project. The preliminary design phase will be approximately 2 months. The compensation for the preliminary design-build services is \$19,500.

Gundlach Champion is available to review the agreement at your earliest convenience. Please contact me at 906-779-2300 or skaczmarek@gcfirst.com. Thank you for your consideration.

Sincerely,



Stanley C. Kaczmarek, President
GUNDLACH CHAMPION, INC.

Encl.: Consensus Docs 400 – Preliminary Design-Build Agreement Between Owner and Design-Builder

ConsensusDocs® 400

PRELIMINARY DESIGN-BUILD AGREEMENT BETWEEN OWNER AND DESIGN-BUILDER



TABLE OF ARTICLES

1. TEAM RELATIONSHIP
2. DESIGN-BUILDER'S RESPONSIBILITIES
3. OWNERSHIP OF DOCUMENTS
4. OWNER'S RESPONSIBILITIES
5. CONTRACT TIME
6. COMPENSATION
7. PROFESSIONAL LIABILITY INSURANCE

This Agreement is made this 9th day of March in the year 2021, by and between the

OWNER

Dickinson County
705 S. Stephenson Ave. | P.O. Box 609
Iron Mountain, MI 49801

and the

DESIGN-BUILDER

Gundlach Champion, Inc.
180 Traders Mine Road | P.O. Box 490
Iron Mountain, MI 49801



for preliminary services in connection with the following

PROJECT

Pine Mountain Ski Jump – Elevator
3332 Pine Mountain Road
Iron Mountain, MI 49801

Notice to the Parties shall be given at the above addresses.

ARTICLE 1 TEAM RELATIONSHIP

1.1 The Owner and the Design-Builder agree to proceed on the basis of trust, good faith and fair dealing, and shall take all actions reasonably necessary to perform this Agreement in an economical and timely manner. The Owner and the Design-Builder shall perform their obligations with integrity, ensuring at a minimum that: (a) conflicts of interest shall be avoided or disclosed promptly to the other Party; and (b) the Design-Builder and the Owner warrant that they have not and shall not pay nor receive any contingent fees or gratuities to or from the other Party, including their agents, officers and employees, Subcontractors or others for whom they may be liable, to secure preferential treatment.

ARTICLE 2 DESIGN-BUILDER'S RESPONSIBILITIES

2.1 The Design-Builder shall exercise reasonable skill and judgment in the performance of its services. Architectural and engineering services shall be procured from licensed, independent design professionals retained by the Design-Builder or furnished by licensed employees of the Design-Builder, or as permitted by the law of the State in which the Project is located. The person or entity providing architectural and engineering services shall be referred to as the Design Professional. If the Design Professional is an independent design professional, the architectural and engineering services shall be procured pursuant to a separate agreement between the Design-Builder and the Design Professional. The Design Professionals for the Project are Coleman Engineering Company and Integrated Designs, Inc.

2.2 The Design-Builder is responsible for the following Preliminary Design-Build Services:

2.2.1 OWNER'S PROGRAM The Design-Builder shall assist the Owner in the development and preparation of the Owner's Program, which is an initial description of the Owner's objectives. The Owner's Program may include budget and time criteria, space requirements and relationships, flexibility and expandability requirements, special equipment and systems, and site requirements.

2.2.2 PRELIMINARY EVALUATION The Design-Builder shall review the Owner's Program to ascertain the requirements of the Project and shall verify such requirements with the Owner. The Design-Builder's review shall also provide to the Owner a preliminary evaluation of the site with regard to access, traffic, drainage, parking, building placement and other considerations affecting the building, the environment and energy use, as well as information regarding applicable governmental laws, regulations and requirements. The Design-Builder shall review the Owner's existing test reports but will not undertake any independent testing nor be required to furnish types of information derived from such testing in its preliminary evaluation. The Design-Builder shall also propose alternative architectural, civil, structural, mechanical, electrical and other systems for review by the Owner, in order to determine the most desirable method of achieving the Owner's requirements in terms of cost, technology, quality and speed of delivery. Based upon its review and verification of the Owner's Program and other relevant information, the Design-Builder shall provide a preliminary evaluation of the Project's feasibility for the Owner's acceptance. The Design-Builder's preliminary evaluation shall specifically identify any deviations from the Owner's Program.



2.2.3 PRELIMINARY SCHEDULE The Design-Builder shall provide a preliminary schedule for the Owner's written approval. The schedule shall show the activities of the Owner and the Design-Builder necessary to meet the Owner's completion requirements.

2.2.4 PRELIMINARY ESTIMATE The Design-Builder shall prepare for the Owner's written approval a preliminary estimate utilizing area, volume, or similar conceptual estimating techniques. The level of detail for the estimate shall reflect the Owner's Program and any additional available information. If the preliminary estimate exceeds the Owner's budget, the Design-Builder shall make written recommendations to the Owner.

2.2.5 SCHEMATIC DESIGN DOCUMENTS The Design-Builder shall submit for the Owner's written approval Schematic Design Documents based on the agreed upon Preliminary Evaluation. Schematic Design Documents shall include drawings, outline specifications and other conceptual documents illustrating the Projects basic elements, scale and their relationship to the Worksite. One set of these Documents shall be furnished to the Owner. When the Design-Builder submits the Schematic Design Documents, the Design-Builder shall identify in writing all material changes and deviations from the Design-Builder's preliminary evaluation, schedule and estimate. The Design-Builder shall update the preliminary schedule and preliminary estimate based on the Schematic Design Documents.

2.2.6 ADDITIONAL SERVICES The Design-Builder shall provide the following Additional Services: Provide a preliminary road design of Kramer Drive at the ski jump location.

ARTICLE 3 OWNERSHIP OF DOCUMENTS

3.1 OWNERSHIP OF TANGIBLE DOCUMENTS Upon the making of final payment to the Design-Builder, the Owner shall receive ownership of the property rights, except for copyrights, of all documents, drawings, specifications, electronic data and information (hereinafter "Documents") prepared, provided or procured by the Design-Builder, its Design Professionals, Subcontractors or consultants and distributed to the Owner for this Project.

3.2 COPYRIGHT The Parties agree that Owner ☐ shall/ ☒ shall not (indicate one) obtain ownership of the copyright of all Documents. The Owner's acquisition of the copyright for all Documents shall be subject to the making of payments as required by ARTICLE 6 and the payment of the fee reflecting the agreed value of the copyright set forth below:

If the Parties have not made a selection to transfer copyright interests in the Documents, the copyright shall remain with the Design-Builder.

3.3 OWNER'S USE The Owner ☒ shall/ ☐ shall not have the right to use, reproduce or make derivative works of the Design-Build Documents for other projects without the written authorization of the Design-Builder, who shall not unreasonably withhold consent. The Owner's use of the Design-Build Documents on other projects or without the Design-Builder's written authorization or involvement is at the Owner's sole risk, and the Owner shall indemnify and hold harmless the Design-Builder, the Design Professional and Subcontractors, and the agents, officers, directors and employees of each of them from and against any and all claims, damages, losses, costs and expenses, including but not limited to attorneys' fees, costs and expenses incurred in connection with any dispute resolution process, arising out of or resulting from such use of the Design-Build Documents.

3.4 DESIGN-BUILDER'S USE Where the Design-Builder has transferred its copyright interest in the Documents, the Design-Builder may reuse Documents prepared by it pursuant to this Agreement in its practice, but only in their separate constituent parts and not as a whole. The Design-Builder shall obtain



from its Design Professional, Subcontractors and consultants property rights and rights of use that correspond to the rights given by the Design-Builder to the Owner in this Agreement.

3.5 ELECTRONIC DOCUMENTS If the Owner requires that the Owner and Design-Builder exchange documents and data in electronic or digital form, prior to any such exchange, the Owner and Design-Builder shall agree on a written protocol governing all exchanges in ConsensusDocs 200.2 or a separate Agreement.

ARTICLE 4 OWNER'S RESPONSIBILITIES

4.1 The Owner shall provide to the Design-Builder all relevant information for the Project, including the Owner's Program, unless the Owner's Program is developed and prepared with the assistance of the Design-Builder as an Additional Service. The Owner shall timely review and approve schedules, estimates, Schematic Design Documents and other documents provided under this Agreement.

4.2 OWNER'S ELECTION TO PROCEED If the Owner elects to proceed with the Project beyond the Preliminary Design-Build Services provided in this Agreement, the Owner and the Design-Builder shall enter into an additional agreement for the completion of the design and the construction of the Project. If the Owner elects not to proceed with the Project, the Owner shall have no further obligation to the Design-Builder other than the payment of compensation as set forth in this Agreement.

ARTICLE 5 CONTRACT TIME

5.1 The Design-Builder's Services provided under this Agreement shall commence on or about March 29, 2021, and shall be completed on or about May 28, 2021.

ARTICLE 6 COMPENSATION

6.1 The Owner shall compensate the Design-Builder monthly for Preliminary Design-Build Services performed under the Agreement on the following basis:

Total sum: \$19,500 payable upon completion and approval of schematic design

6.2 Reimbursable expenses under this Agreement shall include:
None.

ARTICLE 7 PROFESSIONAL LIABILITY INSURANCE

7.1 The Design-Builder shall obtain, either itself or through the Design Professional, professional liability insurance for claims arising from the negligent performance of professional services under this Agreement, which shall be:

General Office Coverage ☒ or Project Specific Professional Liability Insurance ☐ (Indicate one)

written for not less than \$[] per claim and in the aggregate with a deductible not to exceed \$[]. The Professional Liability Insurance shall include prior acts coverage sufficient to cover all services rendered by the Design Professional.

This Agreement is entered into as of the date entered in ARTICLE 1.

OWNER: Dickinson County

BY: _____



PRINT NAME: _____ PRINT TITLE: _____

DESIGN-BUILDER: Gundlach Champion, Inc.

BY: _____

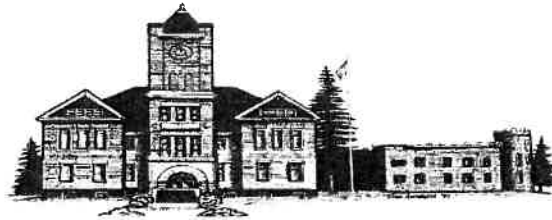
PRINT NAME: Stanley C. Kaczmarek

PRINT TITLE: President

END OF DOCUMENT.



Dickinson County



POLICIES AND PROCEDURES FOR FEDERAL AWARDS ADMINISTRATION

April 2021

Dickinson County, Michigan
Policies and Procedures for Federal Awards Administration

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Dickinson County, Michigan

Policies and Procedures for Federal Awards Administration

Overview

Purpose - This manual has been prepared to document the policies and procedures for the administration of federal awards by Dickinson County, Michigan (the "County"). These policies and procedures are intended to be sufficiently comprehensive to adequately meet the requirements of 2 CFR 200 (the "Uniform Guidance"). However, in no case are these policies and procedures intended to supersede or limit federal or state laws or regulations, or the provisions of individual grant agreements.

Hierarchy of Authority - In the event that conflicting guidance on the administration of Federal awards is available, the County has deemed guidance from the Office of Management and Budget (OMB) to be most authoritative, followed by guidance from the grantor agency and finally the state and local agencies.

Revisions - Guidance provided by the Federal government through the OMB Compliance Supplement is expected to be updated each year. Such updates are considered by the County as they become available and policies and procedures will be revised accordingly.

The County Controller and designated representatives are authorized and required to establish and document operating procedures to ensure compliance with the provisions of federal and state regulations and the provisions of grant agreements. Such procedures are documented herein, and will be reviewed and updated as necessary.

Training - Accounting and finance personnel, and program Controllers of Federal awards will be provided the necessary training through various mechanisms, such as: (1) consulting with the County's auditors as needed for clarification, (2) participating in various training opportunities, such as those offered by appropriate professional organizations, (3) reading guidance issued by the grantor agency, (4) participating in program related webinars.

Compliance Failures - Compliance failures, whether noted internally by management or through the external audit process, will be addressed immediately by reviewing the reason for the failure with responsible personnel and devising an improved process to encourage compliance in the future.

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Financial Management Systems

General Accounting and Financial Management

It is the policy of Dickinson County, Michigan (the "County") to comply with all statutory, regulatory, and contractual requirements in the conduct of and accounting for its financial operations. The official books of record for the County will be maintained subject to the following provisions:

Board Policies. The following policies have been separately reviewed and approved by the Board, and are incorporated here by reference:

- None

Additional Policies and Procedures. The following policies and procedures will also be applied, to the extent that they do not conflict with or contradict the Board policies listed above:

1. The County will account for its operations in accordance with the Generally Accepted Accounting Principles (GAAP) applicable to local units of government.
2. The County will comply with the provisions of 2 CFR 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (the "Uniform Guidance").
3. The County will comply with all contractual requirements detailed in its duly executed grant agreements with awarding agencies.
4. The Board will contract annually with an independent CPA firm for the purposes of conducting the County's external financial audit. To the extent that the County has expended federal awards in excess of \$750,000, the County will have a single audit performed in accordance with 2 CFR 200.
5. The County Controller's Office shall maintain a book of official policies adopted by the Board, in addition to this Policies and Procedures Manual.
6. The County shall be responsible for the maintenance of all accounting and financial records (including journals, timesheets, bank statements, audit reports, and similar documents). Such records shall be retained as required by contractual or regulatory requirements as described in the section of this manual titled "Records Retention".

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Purchasing and Procurement

It is the policy of Dickinson County, Michigan (the "County") to ensure that all disbursements of County funds are properly reviewed and authorized, and consistent with sound financial management principles. In order to meet these objectives, all disbursements of County funds shall be subject to the following provisions:

Board Policies. The following policies have been separately reviewed and approved by the Board, and are incorporated here by reference:

- Dickinson County Purchasing Policies & Procedures
- Dickinson County Credit Card Policy

Additional Policies and Procedures. The following policies and procedures will also be applied, to the extent that they do not conflict with or contradict the Board policies listed above:

1. Purchases made with federal funds will be made using one of the five allowable methods specified by the Uniform Guidance. Where such regulations differ from the general County policy, the more restrictive of the requirements shall apply.
 - *Micro-purchases* - Purchases of services and supplies with an aggregate cost of \$3,000 or less (or \$2,000 in the case of acquisitions for construction subject to the Davis- Bacon Act). Bids or quotations are not required, though the County will attempt to make the purchase in the most economical fashion possible.
 - *Small purchases* - Purchases of services or supplies with an aggregate cost of \$150,000 or less. Quotations must be obtained from an adequate number of qualified sources.
 - *Sealed bids* - Vendors are invited to bid based on detailed specifications.
 - *Competitive proposals* - Vendors are invited to submit a proposal based detailed specifications. Unlike the sealed bid method, competitive proposals typically involve technical or professional services where the qualifications, experience, reputation, and other factors are considered in awarding the contract.
 - *Non-competitive proposals* - These purchases must be for an emergency, pre-approved by the grantor agency, or because the item is only available from a single source. This type of procurement should occur infrequently and be clearly documented. A Sole Source Vendor Justification Form has been drafted in the appendix of this manual.

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Purchasing and Procurement - Continued

2. Invoices will be received by the County. The Department responsible for the purchase will submit the invoice to the County Controller for entry into the County's payment software. At this time, the expenditure is considered for allowability under grant agreements (see "Allowable Costs/Cost Principles" in the single audit section of this manual).
3. Appropriate general ledger expense accounts will be noted on the approved invoices by the Department Head/Elected Official.
4. When an employee incurs work-related expenses to be reimbursed by the County, the following requirements apply:
 - a. The employee reimbursement request form will be submitted to the Department Head/Elected Official for approval. Once approved by the Department Head/Elected Official the reimbursement request form will then be submitted to the County Controller's Office along with all supporting receipts for processing of payment. A representative from the County Controller's Office is responsible for reviewing the Department Head/Elected Official's reimbursement request form for appropriateness.
 - b. Receipts will be attached to the reimbursement request form for all expenses. If a receipt is not available, a Receipt Exception Form may be prepared and signed by the employee and the employee's supervisor. A Receipt Exception Form has been included in the appendix to this manual.
 - c. An employee will not be reimbursed for any expense that is disallowed by Federal cost principles.
 - d. Mileage will be reimbursed by the County at the standard IRS rate.
 - e. An employee making a disbursement using personal funds on behalf of the County may be subject to State sales tax, while payments made by the County directly are exempt from such tax due to its status as a local unit of government. As such, an employee will only incur a work-related expense with personal funds to the extent that it is not practical or reasonable for the purchase to be made directly by the County. This type of procurement should occur infrequently and be clearly documented.

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Cash Receipts

In order to safeguard the funds of the County, cash receipts will be deposited promptly and intact.

Policies and Procedures. The following policies and procedures will be applied:

1. Cash and check collections at the County departments:
 - a. Cash and checks collected by the departments must issue receipts for all amounts received.
 - b. An individual from the department shall bring support along with a system generated receipt report to the Treasurer's Office for deposit.
 - c. The accounting software report is sent to the Treasurer's Office along with the related cash/checks. The Treasurer's Office clerks ensure that the amounts agree and include the cash in the daily deposit. The Treasurer's Office then compares the deposit slip to the accounting software report and post the transaction to the appropriate accounts. Postings are then independently reviewed as indicated by signature or initials on the posting report.
2. Electronic Funds Transfers / Credit Cards are processed, reconciled and reviewed by the Treasurer's Office. Departments can also receive credit card payments.
3. Wire transfers and ACH/EFT payments received for Federal and State grant funds will be recorded by the Treasurer's Office. The entries will be signed/initialed and dated by the preparer.

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Payroll and Timekeeping

The following provisions apply to the payment of employees and recording of time and effort (as required) in accordance with Federal Cost Principles.

Board Policies. The following policies have been separately reviewed and approved by the Board, and are incorporated here by reference:

- None

Additional Policies and Procedures. The following policies and procedures will also be applied, to the extent that they do not conflict with or contradict any adopted Board policies:

1. All employees shall submit a timesheet for each pay period, with the following information:
 - a. The total number of hours actually worked each day
 - b. The use of any holiday, personal, vacation, sick, or other approved time off with pay
 - c. The total number of hours to be paid
 - d. The dated signature (or time stamped via accounting software) of the employee and the Department Head/Elected Official
 - e. Submitted to Payroll for payment processing

In the event that an after-the-fact correction is necessary to an employee's timesheet due to errors in the allocation of time worked, such corrections must be submitted to Payroll by the Department Head/Elected Official in writing.

2. Department Head time sheets must be reviewed by the County Controller's Office.
3. Timesheets for manual timekeeping will be tracked through an electronic timecard system which allows hours by employee to be aggregated at the end of the pay period in an electronic spreadsheet. The spreadsheet detail is reviewed and signed by the Department Head/Elected Official.

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Payroll and Timekeeping - Continued

4. Pay rates are established at the time of hire and updated as needed by the County Board utilizing a wage and classification plan. Terminations must be approved by the County Controller and the County Board Chairperson. Personnel changes are communicated to the County Controller's Office and Payroll by the submission of a personnel action form from the Department Head/Elected Official.

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Bank Reconciliations

The following procedures will apply to the reconciliation of bank accounts:

1. Bank reconciliations will be performed monthly for each bank account.
2. Bank reconciliations will be completed within 6 weeks of the month-end.
3. Bank reconciliations for all accounts will be prepared by the Department or the Treasurer's Office.

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Journal Entries and Non-Routine Transactions

The County will occasionally need to record a general journal entry or other non-routine transaction. Such transactions may relate to Federal awards. The following policies and procedures apply to all general journal entries:

1. General journal entries will be an allowable transaction type for recording: corrections and adjustments, accruals and reversing entries, EFT payments, ACH transfers to the extent that the entries can be reasonably supported.
2. All general journal entries will be filed sequentially and with adequate supporting documentation.
3. Each general journal entry will be signed/initialed and dated by the preparer.

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Capital Assets

The following provisions will govern the purchasing, accounting, and inventory of capital assets:

Board Policies. The following policies have been separately reviewed and approved by the Board, and are incorporated here by reference:

- Dickinson County Purchasing Policies & Procedures

Additional Policies and Procedures. The following policies and procedures will also be applied, to the extent that they do not conflict with or contradict the Board policies listed above:

1. Procurement of capital assets will be governed by the County Board's procurement and purchasing policies.
2. Donated capital assets will be recorded at estimated fair value at the date of donation.
3. All capital assets will be depreciated using the straight-line method over estimated useful lives.
4. Capital asset records will be maintained by the County Controller's Office and updated at least annually at year-end for audit purposes.
5. To the extent that capital assets are purchased with Federal funds, such items will be flagged as "Federally-funded" in the financial accounting records in order to ensure the appropriate use of proceeds on sale (if applicable) in accordance with Federal guidelines.
6. A complete physical inventory of capital assets will be completed no less than once every two years. As part of this process:
 - a. Capital assets will be physically inventoried and compared to the records used for financial accounting purposes. Inconsistencies will be investigated and resolved and the financial accounting records will be adjusted accordingly.
 - b. A detailed listing of capital assets from the financial accounting records will be provided to building principals and other department heads for input on accuracy, completeness, and existence of assets. Inconsistencies will be investigated and resolved and the financial accounting records will be adjusted accordingly.
 - c. Remaining useful lives of capital assets will be reviewed for reasonableness and adjusted when considered necessary and appropriate.

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Capital Assets - Continued

7. Other policies and procedures related to compliance with the provisions of the OMB Compliance Supplement are included within this manual in the section titled "Equipment and Real Property Management".

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Long-Term Debt

The following provisions will govern the issuance of long-term debt (including, but not limited to: bonds and notes payable, capital assets, installment purchase agreements, and compensated absence):

Board Policies. The following policies have been separately reviewed and approved by the Board, and are incorporated here by reference:

- Dickinson County Purchasing Policies & Procedures
- Collective Bargaining Agreements

Additional Policies and Procedures. The following policies and procedures will also be applied, to the extent that they do not conflict with or contradict the Board policies listed above:

1. Compensated absences payable for earned but unused sick and vacation time, as provided for in bargaining agreements, will be recorded as a liability. Such accruals will be limited to the maximum payout based on these policies. A certain amount will be designated as current each year, based on management's estimate.

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Grant Administration

1. Grant Development, Application, and Approval -

- a. Legislative Approval - The point at which legislative approval is required is determined by the requirements of the grant program. If the grant must be submitted by “an individual authorized by the legislative body”, then Board approval is required prior to submitting the application.
- b. Matching Funds - Grants that require state or local match must be coordinated through the County Controller’s Office. At a minimum, funds must be identified within the existing budget to provide the match, or a budget amendment will be required. Depending on the nature of the grant, level of service provided once grant funds are depleted will be approved by the County Board.

Refer to the section within this manual titled “Matching, Level of Effort, and Earmarking” for additional information on compliance with the provisions of the OMB Compliance Supplement.

- c. Grant Budgets - Most grants require the submission of an expenditure budget. The approved grant budget should be provided to the County Controller’s Office for input into the financial account system.

2. Grant Program Implementation -

- a. Notification and Acceptance of an Award - Official notification of a grant award is typically sent by a funding agency to the program director and/or other official designated in the original grant proposal. However, the authorization to actually spend grant funds is derived from the County Board through the approval of a grant budget, unless the resolution authorizing the grant application authorizes the County Controller to amend the budget upon notification of the grant award.

Adoption of the grant budget as a component of the County-wide operating budget is deemed to be sufficient approval.

- b. Establishment of Accounts - When a new grant award is received, the program director will provide the County Controller’s Office with information needed to establish revenue and expense accounts for the project. Ordinarily, this information will include a copy of a summary of the project and a copy of the full project budget.

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Grant Administration - Continued

- c. Purchasing Guidelines - All other County purchasing guidelines apply to the expenditure of grant funds. The use of grant funds does not exempt any purchase from normal purchasing requirements. All typical paperwork and bidding requirements apply. All normal approvals apply.
3. Financial and Budgetary Compliance -
- a. Monitoring Grant Funds - Individuals may use some internal mechanism (such as a spreadsheet) to monitor grant revenues, expenditures and budgetary compliance. This information is also maintained in the general ledger (the County's accounting system), and this is considered to be the County's "official" accounting system by the granting agencies.
 - b. Fiscal Years - Occasionally, the fiscal year for the granting agency will not coincide with the County's fiscal year. This may require adjustments to the County's internal budget accounts and interim financial reports as well as special handling during fiscal year-end close. It is the responsibility of the program director to bring such discrepancies to the attention of the County Controller's Office at the time the grant accounts are established.
 - c. Grant Budgets - When the general ledger accounting structure for a grant is designed, it will include the budget that was prepared when the grant application was submitted. The terms of each specific grant will dictate whether any budget transfers between budgeted line items will be permitted. In no case will the County be authorized to exceed the total budget authority provided by the grant.
4. Other Guidelines - Specific information on policies and procedures related to compliance with the provisions of the OMB Compliance Supplement have been addressed later in this manual and should be considered along with the information in this section.

Dickinson County, Michigan
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Management Systems

Year-End Closing and Reporting

The following provisions will govern the year-end close-out process of the County for purposes of external financial reporting:

1. Accruals will be recorded as needed to ensure that revenues and expenditures are reported in the appropriate accounting period:
 - a. Accounts Payable Disbursements - Invoices for goods or services received during the previous fiscal year will be recorded as expense/accounts payable as of September 30. Such determinations will be made by the Financial Systems Controller.
 - b. Payroll-Related Accruals - Costs of hourly personnel paid after Fiscal Year End for services performed during the previous year will be recorded as expenditures/salaries payable at Fiscal Year End. The amount will be based on hours worked during the fiscal year multiplied by the employee's hourly rate. Additional consideration will be made for FICA taxes, retirement benefits, health insurance, and related employee benefits.

Payroll accruals will be prepared and documented by Payroll and the Financial Systems Controller.
 - c. Prepays - Payments made prior to year-end that cover goods or services to be received in a future period will be recorded as prepaid items as of September 30.
 - d. Inventory - Inventory will be counted as close as possible to Fiscal Year End. Amounts will be valued at current cost and provided to the Financial Systems Controller for review and adjustment in the general ledger.
 - e. Receivables - General - Cash received after year-end for which a good or service was provided during the previous fiscal year will be recorded as revenue/accounts receivable. All such adjustments will be supported by appropriate documentation, such as remittance advices or dated subledgers.
 - f. Receivables - Grant - After all year-end expense accruals have been recorded, an entry will be recorded for the difference between grant expenditures and related grant receipts as of Fiscal Year End as revenue/grants receivable. Grant receivables will only be recorded to the extent that sufficient amounts remain in the grant award.

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Year-End Closing and Reporting - Continued

7. The preparation of the year-end financial statements in accordance with GAAP will be outsourced to the independent external auditors, based on the County's trial balance. The draft financial statements provided by the auditors will be reviewed in detail by the County Controller's Office along with any audit-proposed journal entries, to ensure that the audited financial statements agree to the County's books and records.

Refer to the policy on "audits" within this manual for further information on audit requirements and related County policies.

8. To the extent that the County is required to have a single audit completed in accordance with 2 CFR 200, the County will accumulate the information necessary to prepare a schedule of expenditures of federal awards (SEFA or the "schedule") in accordance with Federal and State requirements. This schedule will be characterized as follows:
- a. The schedule will include all federal financial assistance, including: grants, contracts, property, loans, loan guarantees, interest subsidies, cooperative agreements, insurance, or direct appropriations. Amounts will be reported whether received directly from the Federal government or through a pass-through agency (given that the County is determined to be a subrecipient and not a vendor).
 - b. Non-cash assistance will be identified as such in the schedule.
 - c. The schedule will be prepared on the same basis of accounting as the related financial statements.
 - d. Federal awards will be grouped based on Federal awarding agency. Each Federal award with current expenditures will be listed along with its CFDA number, pass-through grantor name (if applicable) and award/pass-through grantor number (if applicable). Such information will agree to the award documentation.
 - e. If the CFDA number of a Federal award cannot be reasonably determined, it shall be reported in the schedule using the two-digit prefix for the related Federal agency, followed by "UNKNOWN".
 - f. To the extent that amounts are passed-through to subrecipients, such amounts will be identified on the face of the Schedule by award number.
 - g. To the extent that a separate line item is included in the financial statements for Federal revenue, this amount shall agree to expenditures in the schedule. Any reconciling items will be disclosed in the footnotes to the schedule.

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Year-End Closing and Reporting - Continued

- h. The footnotes to the schedule will disclose the significant accounting policies used in preparing the schedule.
- i. The footnotes to the schedule will disclose the method of charging indirect costs to federal awards (if applicable).

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Annual Audit

Every Michigan government must have a financial statement audit completed each year by a certified public accounting firm.

Board Policies. The following policies have been separately reviewed and approved by the Board, and are incorporated here by reference:

- None

Additional Policies and Procedures. The following policies and procedures will also be applied, to the extent that they do not conflict with or contradict the Board policies listed above:

1. The County will have a financial statement audit completed annually as of its fiscal year ended December 31.
2. An adequate written agreement (the “engagement letter”) will be signed by the County and its independent auditors. It will contain information on: period to be audited, support to be provided, reporting requirements, fees, time requirements, contractual information, and a statement that the engagement is intended to meet governmental oversight agencies’ requirements (2 CFR 200, GAAS and GAS). A copy of the engagement letter will be provided each year to the Board.
3. The County Controller’s Office shall be responsible for overseeing the process of preparing for the annual audit. In order to minimize errors in this process, all audit schedules and workpapers should be reviewed by an individual other than the preparer.
4. To the extent that expenditures of federal awards equal or exceed \$750,000, the County will also have a single audit completed in accordance 2 CFR 200. Refer to the section of this manual titled “Year-end Closing and Reporting” for information on the schedule of expenditures of federal awards.
5. The audit will be submitted electronically to the Michigan Department of Treasury on or before the statutory deadline. The electronic submission will be performed by the County’s independent auditors.
6. If a single audit is conducted, the data collection form and reporting package will be submitted electronically to the Federal Audit Clearinghouse as a joint effort between the County and its independent auditors.

Dickinson County, Michigan
Policies and Procedures for Federal Awards Administration
OMB Compliance Supplement

General Information

Source of Information - Each year the Federal government (Office of Management and Budget) issues a comprehensive document on the compliance requirements each grant recipient is obligated to follow in general terms, along with program-specific guidance on various grant awards. Each of the compliance requirements are considered individually in this manual.

The following pages document the policies and procedures of the County related to compliance with such procedures, as applicable. In each year that the County is subject to a single audit, applicable compliance requirements are expected to be tested in detail by the County's independent auditors.

Objectives - The objectives of most compliance requirements are generic in nature. While the criteria for each program may vary, the main objective of the compliance requirement is relatively consistent across all programs. As such, the policies and procedures of the County have been based on the generic sense of the compliance requirement. For selected compliance requirements, this manual addresses the specific regulations applicable to individual grants. This is not intended to imply that a program is not subject to such policies if it is not specifically mentioned here. It is the intention of the County that all Federal awards are subject to the following policies and procedures.

Controls over Compliance - In addition to creating policies and procedures over compliance with provisions of Federal awards, the County has implemented internal controls over such compliance, generally in the form of administrative oversight and/or independent review and approval. In order to document these control activities, all independent reviews are signed/initialed and dated.

Documentation - The County will maintain adequate documentation to support both the compliance with applicable requirements as well as internal controls over such compliance. This documentation will be provided to the County's independent auditors and/or pass-through grantor agencies, as requested, during the single audit and program audits.

Board Policies. The following policies have been separately reviewed and approved by the Board, and are incorporated here by reference:

- None

Source of Governing Requirements - The requirements for activities allowed or unallowed are contained in program legislation, Federal awarding agency regulations, and the terms and conditions of the award.

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Activities Allowed/Unallowed and Allowable Costs/Cost Principles

The requirements for allowable costs/cost principles are contained in 2 CFR 200, subpart E, program legislation, Federal awarding agency regulations, and the terms and conditions of the award. The requirements for the development and submission of indirect (facilities and administration (F&A)) cost rate proposals and cost allocation plans (CAPs) are contained in 2 CFR part 200 Appendix X.

In order to ensure compliance with these requirements, Dickinson County, Michigan has implemented the following policies and procedures:

1. All grant expenditures will be in compliance with the Uniform Guidance. State law, County policy, and the provisions of the grant award agreement will also be considered in determining allowability. Grant funds will only be used for expenditures that considered reasonable and necessary for the administration of the program.
2. Grant expenditures will be approved by a Department Head/Elected Official initially through the purchase order process, and again when the bill or invoice is received. This will be evidenced by signature or initials and date on the invoice. Accounts payable disbursements will not be processed for payment by the County Controller until necessary approval has been obtained.
3. Payroll costs will be documented in accordance with the Uniform Guidance as described in the section of this manual titled "Payroll and Timekeeping".
4. The County will be permitted to charge indirect costs to federal grants at either (1) the federally negotiated indirect cost rate (if one exists) or (2) the de minimis rate of 10 percent. The selected rate will be applied to Modified Total Direct Costs (MTDC).

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Cash Management

Source of Governing Requirements - The requirements for cash management are contained in 2 CFR 200.305, program legislation, Federal awarding agency regulations, and the terms and conditions of the award.

In order to ensure compliance with these requirements, Dickinson County, Michigan has implemented the following policies and procedures:

1. Currently, all of the County's grants are awarded on a reimbursement basis. As such, program costs will be expended and disbursed prior to requesting reimbursement from the grantor agency. The County will continue to monitor new grant agreements, and will follow the method of cash management (e.g., reimbursement basis, advances, etc.) as prescribed within the grant agreement.
2. Each cash draw will be reviewed by Treasurer's Office who will sign/initial and date the paperwork as evidence of the review.
3. The physical draw of cash will be processed through the means prescribed by the grant agreement for other awards by the Treasurer's Office and monitored by the County Controller's Office.
4. A copy of the cash draw will be filed along with the approved paperwork described above and retained for audit purposes.

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Eligibility

Source of Governing Requirements - The requirements for eligibility are contained in program legislation, Federal awarding agency regulations, and the terms and conditions of the award.

Grant Controllers are aware of existence of such compliance requirements and will monitor grant agreements for any change in applicability. Formal policies and procedures will be developed, as needed, to meet changes in circumstances.

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OMB Compliance Supplement

Equipment and Real Property Management

Source of Governing Requirements - The requirements for equipment and real property are contained in 2 CFR section 200.313 (equipment), 2 CFR section 200.311 (real property), 48 CFR section 52.245-1 (equipment and real property), program legislation, Federal awarding agency regulations, and the terms and conditions of the Federal award.

Board Policies. The following policies have been separately reviewed and approved by the Board, and are incorporated here by reference:

- Dickinson County Purchasing Policies and Procedures

Additional Policies and Procedures. The following policies and procedures will also be applied, to the extent that they do not conflict with or contradict the Board policies listed above:

In order to ensure compliance with these requirements, Dickinson County, Michigan has implemented the following policies and procedures:

1. All equipment will be used in the program for which it was acquired or, when appropriate, other Federal programs.
2. When required, purchases of equipment will be pre-approved by the grantor or pass-through agency. The County Controller's Office will be responsible for ensuring that equipment purchases have been previously approved, if required, and will retain evidence of this approval.
3. Equipment records will be maintained, a physical inventory of equipment shall be taken, and an appropriate system shall be used to safeguard equipment, as described in the section of this manual titled "Capital Assets".

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OMB Compliance Supplement

Matching, Level of Effort, and Earmarking

Source of Governing Requirements - The requirements for matching are contained in 2 CFR section 200.306, program legislation, Federal awarding agency regulations, and the terms and conditions of the award. The requirements for level of effort and earmarking are contained in program legislation, Federal awarding agency regulations, and the terms and conditions of the award.

Dickinson County, Michigan defines “matching”, “level of effort”, and “earmarking” consistent with the definitions of the OMB Compliance Supplement:

Matching or cost sharing includes requirements to provide contributions (usually non-Federal) of a specified amount or percentage to match Federal awards. Matching may be in the form of allowable costs incurred or in-kind contributions (including third-party in-kind contributions).

Level of effort includes requirements for (a) a specified level of service to be provided from period to period, (b) a specified level of expenditures from non-Federal or Federal sources for specified activities to be maintained from period to period, and (c) Federal funds to supplement and not supplant non-Federal funding of services.

Earmarking includes requirements that specify the minimum and/or maximum amount or percentage of the program’s funding that must/may be used for specified activities, including funds provided to subrecipients. Earmarking may also be specified in relation to the types of participants covered.

In order to ensure compliance with these requirements, Dickinson County, Michigan has implemented the following policies and procedures:

1. Compliance with matching, level of effort, and earmarking requirements will be the responsibility of the County Controller’s Office.
2. Adequate documentation will be maintained to support compliance with matching, level of effort, and earmarking requirements. Such information will be made available to entity administration, auditors, and pass-through or grantor agencies, as requested.

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OMB Compliance Supplement

Period of Performance

Source of Governing Requirements - The requirements for the period of performance are contained in 2 CFR section 200.71 (definition of “obligations”), 2 CFR section 200.77 (definition of “period of performance”), 2 CFR section 200.309 (period of performance), 2 CFR section 200.343 (closeout), program legislation, Federal awarding agency regulations; and the terms and conditions of the award.

In order to ensure compliance with these requirements, Dickinson County, Michigan has implemented the following policies and procedures:

1. Costs will be charged to an award only if the obligation was incurred during the funding period (unless pre-approved by the Federal awarding agency or pass-through grantor agency).
2. All obligations will be liquidated not later than 90 days after the end of the funding period (or as specified by program legislation).
3. Compliance with period of performance requirements will initially be assigned to the individual approving the allowability of the expense/payment. This will be subject to review and approval as part of payment processing.

Dickinson County, Michigan
Policies and Procedures for Federal Awards Administration
OMB Compliance Supplement

Procurement, Suspension and Debarment

Source of Governing Requirements - The requirements that apply to procurement under grants and cooperative agreements are contained in 2 CFR sections 200.317 through 200.326, program legislation, Federal awarding agency regulations, and the terms and conditions of the award.

The requirements for non-procurement suspension and debarment are contained in OMB guidance in 2 CFR part 180, which implements Executive Orders 12549 and 12689, "Debarment and Suspension;" Federal awarding agency regulations in Title 2 of the CFR adopting/implementing the OMB guidance in 2 CFR part 180; program legislation; and the terms and conditions of the award.

Board Policies. The following policies have been separately reviewed and approved by the Board, and are incorporated here by reference:

- Dickinson County Purchasing Policies and Procedures

Additional Policies and Procedures. The following policies and procedures will also be applied, to the extent that they do not conflict with or contradict the Board policies listed above:

1. Purchasing and procurement related to Federal grants will be subject to the general policies and procedures of the County (described in the section of this manual titled "Purchasing and Procurement").
2. Contract files will document the significant history of the procurement, including the rationale for the method of procurement, selection of the contract type, contractor selection or rejection, and the basis of contract price.
3. Procurement will provide for full and open competition.
4. The County is prohibited from contracting with or making subawards under covered transactions to parties that are suspended or debarred or whose principals are suspended or debarred.

Dickinson County, Michigan
Policies and Procedures for Federal Awards Administration
OMB Compliance Supplement

Procurement, Suspension and Debarment - Continued

“Covered transactions” include those procurement contracts for goods and services awarded under a non-procurement transaction (i.e., grant or cooperative agreement) that are expected to equal or exceed \$25,000 or meet certain other specified criteria. All non-procurement transactions (i.e., subawards to subrecipients), irrespective of award amount, are considered covered transactions.

5. The County will include a suspension/debarment clause in all written contracts in which the vendor/contractor will certify that it is not suspended or debarred. The contract will also contain language requiring the vendor/contractor to notify the County immediately upon becoming suspended or debarred. This will serve as adequate documentation as long as the contract remains in effect.
6. When a vendor/contractor is expected to be paid federal funds of \$25,000 or more in a given fiscal year and a written contract does not apply, the Department Head will be responsible for conducting a search of the entity name on the federal excluded parties' databases at www.sam.gov and provide to the County Controller's Office. A screen shot will be printed for the procurement file as evidence of this process.
7. As an alternative to the procedures above, the County may request that the vendor/contractor sign a certification regarding suspension and debarment. The certification will be deemed to remain in effect unless notified otherwise by the vendor/contractor. A sample suspension/debarment certification form is included in the appendix to this manual.
8. If a vendor is found to be suspended or debarred, the County will immediately cease to do business with this vendor.
9. Executed contracts, suspension/debarment certificates and procurement files will be retained and filed by the County Controller's Office.

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Policies and Procedures for Federal Awards Administration
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Program Income

Source of Governing Requirements - The requirements that apply to program income are contained in 2 CFR section 200.80 (definition of “program income”), 2 CFR section 200.307 (program income), program legislation, Federal awarding agency regulations, and the terms and conditions of the Federal award.

In order to ensure compliance with these requirements, Dickinson County, Michigan has implemented the following policies and procedures:

1. Program income will include (but will not be limited to): income from fees for services performed, the use or rental of real or personal property acquired with grant funds, the sale of commodities or items fabricated under a grant agreement, and payments of principal and interest on loans made with grant funds. It will not include interest on grant funds unless otherwise provided in the Federal awarding agency regulations or terms and conditions of the award.
2. Dickinson County, Michigan will allow program income to be used in one of three methods:
 - a. Deducted from outlays
 - b. Added to the project budget
 - c. Used to meet matching requirements

Absent specific guidance in the Federal awarding agency regulations or the terms and conditions of the award, program income shall be deducted from program outlays.

3. Program income, when applicable, will be accounted for as a revenue source in the same program code as the Federal grant.

Dickinson County, Michigan
Policies and Procedures for Federal Awards Administration
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Reporting

Source of Governing Requirements - Reporting requirements are contained in the following documents: Financial reporting, 2 CFR section 200.327; Monitoring and reporting program performance, 2 CFR section 200.328; Program legislation; Federal awarding agency regulations; and the terms and conditions of the award.

In order to ensure compliance with these requirements, Dickinson County, Michigan has implemented the following policies and procedures:

1. Reports will be submitted in the required frequency and within the required deadlines.
2. Reports will be completed using the standard forms (as applicable) and method of delivery (i.e., e-mail, grantor website, postal service, etc.).
3. Regardless of the method of report delivery, a copy of the submitted report will be retained along with any documentation necessary to support the data in the report. The report will evidence the date of submission in order to document compliance with timeliness requirements.
4. Financial reports will always be prepared based on the general ledger using the required basis of accounting (i.e., cash or accrual). In cases where financial data is tracked outside of the general accounting system (such as in spreadsheets or paper ledgers), this information will be reconciled to the general ledger prior to report submission.
5. Preparation of financial reports will be the responsibility of the Department Head/Elected Official or the County Controller's Office.
6. All reports (whether financial, performance, or special) must be reviewed and approved by the County Controller. Both the preparer and reviewer will sign and date the report and retain this documentation.
7. Copies of submitted reports will be filed with supporting documentation and any follow-up correspondence from the grantor or pass-through agency. Copies of all such reports will be made available to entity administration, auditors, and pass-through or grantor agencies, as requested.

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Policies and Procedures for Federal Awards Administration
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Subrecipient Monitoring

Source of Governing Requirements - The requirements for subrecipient monitoring for the subaward are contained in 31 USC 7502(f) (2) (Single Audit Act Amendments of 1996 (Pub. L. No. 104-156)), 2 CFR sections 200.330, .331, and .501(h); Federal awarding agency regulations; and the terms and conditions of the award.

This requirement has not historically been applicable to any of the Federal grants of Dickinson County, Michigan. Grant Controllers are aware of existence of such compliance requirements and will monitor grant agreements for any change in applicability. Formal policies and procedures will be developed, as needed, to meet changes in circumstances.

Dickinson County, Michigan
Policies and Procedures for Federal Awards Administration
OMB Compliance Supplement

Special Tests and Provisions

Source of Governing Requirements - The laws, regulations, and the provisions of contract or grant agreements pertaining to the program

Board Policies. The following policies have been separately reviewed and approved by the Board, and are incorporated here by reference:

- None

Additional Policies and Procedures. The following policies and procedures will also be applied, to the extent that they do not conflict with or contradict the Board policies listed above:

1. The Department Head/Elected Official or County Controller's Office will be assigned the responsibility for identifying compliance requirements for special tests and provisions, determining approved methods for compliance, and retaining any necessary documentation.
2. Davis-Bacon Act:
 - a. The Department Head/Elected Official is responsible for identifying when Davis-Bacon Act requirements apply to a grant.
 - b. When requesting bids or proposal for such projects, the RFP/solicitation for bid will clearly state the applicability of the Davis-Bacon Act.
 - c. The Department Head/Elected Official will be responsible for obtaining weekly certified payrolls from vendors and subcontractors.
 - d. The Department Head/Elected Official, at their discretion, will be permitted to conduct surprise interviews of employees of contractors and subcontractors at job sites in order to verify the accuracy of data submitted in the certified payrolls.

Dickinson County, Michigan
Policies and Procedures for Federal Awards Administration
Conflict of Interest

Transactions involved Federal awards are subject to all conflict-of-interest policies, as applicable:

Board Policies. The following policies have been separately reviewed and approved by the Board, and are incorporated here by reference:

- Dickinson County Purchasing Policies and Procedures

Dickinson County, Michigan
Policies and Procedures for Federal Awards Administration
Records Retention

The majority of the County's financial records are maintained by County Controller's Office, County Clerk's Office, and County Treasurer's Offices. Records are maintained in accordance with the County and State "Retention and Disposal Schedule".

**Dickinson County, Michigan
Policies and Procedures for Federal Awards Administration
Appendix**

Appendix A - Certification Regarding Suspension/Debarment

Appendix B - Sole Source Vendor Justification Form

Appendix C - Receipt Exception Form

Certification Regarding Suspension and Debarment

By signing below, I agree that my company/organization of any of its principals, personnel, division or affiliates presently or in the past have not been debarred or suspended from entering into contracts with any federal, state or local governmental entity.

The company/organization has not been convicted or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under public transaction; violation of Federal or State anti-trust statutes, or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

The company/organization is not presently indicted or otherwise criminally or civilly charged by a government entity (Federal, State or local).

The company/organization has not had one or more public transactions (Federal, State or local) terminated for cause or default.

The certifications made in this statement are deemed to be valid as long as the company/organization continues to conduct business transactions with Dickinson County, Michigan unless notification is made in writing to the County. The company/organization will notify the County immediately if any of the certifications made in this statement become invalid.

Company/Organization Name:

Certification Made by (Name and Title):

Date:

Sole Source Vendor Justification Form

It is the policy of Dickinson County, Michigan to provide for full and open competition in the procurement of goods and services. In certain situations, a purchase may only be available from a single source. In such instances, this Sole Source Vendor Justification Form is prepared in order to document the facts and circumstances and support the exception to the County's standard purchasing and procurement policies.

Date:

Vendor/Contractor:

Description of Purchase:

Reason for Sole Source
Purchase:

- ☐ The product/service meeting the County 's specifications is only available from one source
- ☐ The purchase is for additional quantities of an item already used by the County
- ☐ The product or service is specifically required under provisions of a contract or grant agreement (describe in detail): _____
- ☐ Other (describe in detail): _____

Name of Individual
Completing Form:

Date: _____

Name of Individual
Approving Sole Source
and Authorizing Purchase:

Date: _____

Employee Expense Report Receipt Exception Form

It is the policy of Dickinson County, Michigan (the "County") to require employees to submit receipts for all expenses (excluding mileage and meals) being claimed for reimbursement. If an employee is unable to provide a receipt for a claimed reimbursement, the following form should be attached to the expense report in lieu of the receipt.

Employee Name:

Amount Claimed for Reimbursement
Without Receipt:

Reason for not Providing Receipt:

My signature certifies that I have incurred the expense reported above using personal funds as part of my job duties at the County.

Employee Signature:

Date:

Supervisory Approval:

Date:



Wild Rivers Invasive Species Coalition

A cooperative partnership managing invasive species in
Dickinson, Menominee (MI), Florence, Forest, and Marinette Counties (WI)

9-D
4-26-21
March 5, 2021

Dear WRISC Partner,

The Wild Rivers Invasive Species Coalition (WRISC) was formalized in 2010 with the first round of formal partners signing a Memorandum of Understanding (MOU). Since then, our group has grown and now boasts 74 formal partners! Support from partners like you has been a great benefit as WRISC applies for grant monies for invasive species management and education across our five-county service area. Grants remain our primary form of funding and, over the past several years, local partner support has helped us secure hundreds of thousands of dollars in grants to support local invasive species projects and create jobs in our communities.

This year, our 2015 MOU is set to expire. This requires the signing of a new MOU agreement by all formal partners. Over the last year, the WRISC Board of Directors has worked with the WRISC Coordinator and USDA-USFS representative to review and update the MOU. A copy of the updated MOU is included with this letter for your review. Once initiated, this updated MOU will be valid until 2026.

Our goal is to have all continuing and new partners sign the new MOU by our Annual Meeting this summer (date yet to be determined). To be sure this process is completed in a timely fashion, we ask that those interested in remaining WRISC partners sign and return the enclosed signatory page(s) by **Friday April 30th, 2021**.

We greatly appreciate your partnership and support and hope you will continue with WRISC for another five years! If you have any questions about the MOU or the signatory process, please do not hesitate to contact the WRISC Coordinator (contact information provided below).

Sincerely,

A handwritten signature in black ink, appearing to read "Lindsay Peterson", written in a cursive style.

Lindsay Peterson
WRISC Coordinator
wildriverscwma@gmail.com
(906) 774-1550 x102
(906) 396-8127

420 N Hooper St Kingsford, MI 49802
(906) 774-1550 ext.102
wildriverscwma@gmail.com
www.wrisc.org

MEMORANDUM OF UNDERSTANDING

Between

Alliance of the Northern States Working to Ensure Regional Stability (2015)
Bay-Lake Regional Planning Commission (2015)
Beck's Ornamental and Turf Management, Inc. (2020)
Beecher-Dunbar-Pembine School District (2018)
Breen Township (2018)
Breen Township – Parks and Recreation Committee (2018)
Bureau of Land Management Northeastern States District (2015)
Butternut-Franklin Lakes Association (2019)
Carney Lake Association (2017)
Carney-Nadeau Public School (2018)
Cedarville Township (2019)
Central Upper Peninsula Planning and Development Regional Commission (2015)
Charter Township of Breitung (2018)
Clean Kill Pest Control Inc. (2015)
Crivitz Public Library (2018)
Dickinson Conservation District (2015)
Dickinson County (2016)
Felch Township – Parks and Recreation Committee (2016)
Fiedorowicz Landscaping (2020)
Florence County (2015)
Florence County Lakes and Rivers Association (2015)
Florence County Library (2018)
Forest County Association of Lakes Inc. (2015)
Forest County Land and Water Resources Department (2015)
Fumee Lake Commission (2016)
Hamilton Lake Association (2017)
High Falls Chapter – Wild Turkey Federation (2017)
Ingallston Township (2019)
Kingsford High School (2019)
Lake Noquebay Sportsman's Club (2018)
Lake Antoine Association (2017)
Lake Antoine Park Partners (2018)
Lake Township (Menominee County) (2015)
Little Long Lake Association (2020)
Lumberjack Resource Conservation and Development Council (2015)
Many Waters LLC (2015)
Marinette County (2015)
Menominee Conservation District (2015)
Menominee County (2015)
Menominee County Library (2018)
Michigan Department of Natural Resources (2015)
Michigan State University Extension – Dickinson County (2016)
Nicolet Sportsman's Club (2015)
NORMENCO Sportsman's Club (2017)
North Dickinson County Schools (2019)
Northern Lights YMCA Inc. (2019)
Norway Township (2019)

Porterfield Sportsman's Club (2020)
 Redline Sport and Marine (2020)
 School District of Crivitz (2019)
 School District of Florence County (2015)
 School District of Niagara (2019)
 School District of Wausaukee (2018)
 Shakey Lakes Association (2015)
 Spalding Township (2018)
 Spread Eagle Chain of Lakes Association (2018)
 Tourism Association of Dickinson County Area (2020)
 Town of Argonne (2018)
 Town of Commonwealth (2019)
 Town of Freedom (2018)
 Town of Homestead (2019)
 Town of Nashville (2018)
 Town of Pembine (2018)
 Tri County Snowmobile & ORV Club (2018)
 University of Wisconsin – Marinette (2015)
 Upper Peninsula Resource Conservation and Development Council (2015)
 USDA Forest Service, Chequamegon-Nicolet National Forest (2015)
 USDA-NRCS Stephenson Field Office (2015)
 USDA-NRCS Wisconsin (2015)
 Village of Carney (2018)
 Village of Powers (2018)
 Waterfront Sport and Marine (2020)
 White Water Associates Inc. (2015)
 Wisconsin Department of Natural Resources (2015)

ARTICLE 12 – KEY OFFICIALS AND SIGNATURES (continued)

Signatory for **Dickinson County**

Official Signatory for Partner Organization (Position)

Date

Official Signatory for Partner Organization (Position) PRINTED

Key Official:

Partner Representative / Contact Person (Position):

Address:

Phone:

Email:

Wild Rivers Invasive Species Coalition
Partner List Last Updated: **June 3, 2020**

MEMORANDUM OF UNDERSTANDING

Between

Alliance of the Northern States Working to Ensure Regional Stability (2015)
Bay-Lake Regional Planning Commission (2015)
Beck's Ornamental and Turf Management, Inc. (2020)
Beecher-Dunbar-Pembine School District (2018)
Breen Township (2018)
Breen Township – Parks and Recreation Committee (2018)
Bureau of Land Management Northeastern States District (2015)
Butternut-Franklin Lakes Association (2019)
Carney Lake Association (2017)
Carney-Nadeau Public School (2018)
Cedarville Township (2019)
Central Upper Peninsula Planning and Development Regional Commission (2015)
Charter Township of Breitung (2018)
Clean Kill Pest Control Inc. (2015)
Crivitz Public Library (2018)
Dickinson Conservation District (2015)
Dickinson County (2016)
Felch Township – Parks and Recreation Committee (2016)
Fiedorowicz Landscaping (2020)
Florence County (2015)
Florence County Lakes and Rivers Association (2015)
Florence County Library (2018)
Forest County Association of Lakes Inc. (2015)
Forest County Land and Water Resources Department (2015)
Fumee Lake Commission (2016)
Hamilton Lake Association (2017)
High Falls Chapter – Wild Turkey Federation (2017)
Ingallston Township (2019)
Kingsford High School (2019)
Lake Noquebay Sportsman's Club (2018)
Lake Antoine Association (2017)
Lake Antoine Park Partners (2018)
Lake Township (Menominee County) (2015)
Little Long Lake Association (2020)
Lumberjack Resource Conservation and Development Council (2015)
Many Waters LLC (2015)
Marinette County (2015)
Menominee Conservation District (2015)
Menominee County (2015)
Menominee County Library (2018)
Michigan Department of Natural Resources (2015)
Michigan State University Extension – Dickinson County (2016)

Nicolet Sportsman's Club (2015)
NORMENCO Sportsman's Club (2017)
North Dickinson County Schools (2019)
Northern Lights YMCA Inc. (2019)
Norway Township (2019)
Porterfield Sportsman's Club (2020)
Redline Sport and Marine (2020)
School District of Crivitz (2019)
School District of Florence County (2015)
School District of Niagara (2019)
School District of Wausaukee (2018)
Shakey Lakes Association (2015)
Spalding Township (2018)
Spread Eagle Chain of Lakes Association (2018)
Tourism Association of Dickinson County Area (2020)
Town of Argonne (2018)
Town of Commonwealth (2019)
Town of Freedom (2018)
Town of Homestead (2019)
Town of Nashville (2018)
Town of Pembine (2018)
Tri County Snowmobile & ORV Club (2018)
University of Wisconsin – Marinette (2015)
Upper Peninsula Resource Conservation and Development Council (2015)
USDA Forest Service, Chequamegon-Nicolet National Forest (2015)
USDA-NRCS Stephenson Field Office (2015)
USDA-NRCS Wisconsin (2015)
Village of Carney (2018)
Village of Powers (2018)
Waterfront Sport and Marine (2020)
White Water Associates Inc. (2015)
Wisconsin Department of Natural Resources (2015)

Agreement Number: 21-MU-11091300-021

(Hereinafter referred to as Partners)

ARTICLE 1 – PURPOSE

The purpose of this Memorandum of Understanding (MOU) is to formalize a cooperative relationship necessary for effective implementation of invasive species management among interested parties in Florence, Forest and Marinette Counties of Wisconsin, and Dickinson and Menominee Counties of Michigan, hereinafter referred to as “Partners” of the Wild Rivers Invasive Species Coalition (WRISC). These five (5) counties comprise the geographical “service area”.

Interested parties, before becoming formal Partners, shall be required to sign a signatory page stating that they understand participation is voluntary under the applicable articles of this MOU.

ARTICLE 2 – STATEMENT OF MUTUAL GOALS, INTERESTS, AND BENEFITS

Invasive species are recognized as a widespread and increasing problem with serious economic and ecological impacts on public and private lands and waters, as well as hazards to human health.

Partners agree that it is to their mutual benefit and interest to work cooperatively to manage invasive species across jurisdictional boundaries within the WRISC service area. This cooperative effort will promote management of invasive species while improving working relationships between the Partners and the public.

All signatories of this MOU shall:

- a. Have a mutual interest in preventing the establishment and spread of invasive species and share the following common goals:
 1. COOPERATION - Facilitate development of cooperative agreements for invasive species management with opportunities for sharing available resources.
 2. INFORMATION EXCHANGE - Share technical information regarding control methods, locations and new infestations. Promote project success among Partners and other invasive species management efforts employing Best Management Practices (BMPs).
 3. EDUCATION - Increase public awareness of invasive species identification, prevention and management.
- b. Provide input in the development and maintenance of an Invasive Species Strategic Management Plan, which outlines the goals and objectives of WRISC.
- c. Contribute available material and staff resources within the service area used for public education and raising awareness of invasive species, including prevention steps and management techniques. Each Partner shall manage their own activities and contributed resources.

WRISC may cooperate with public and private landowners or other entities in carrying out the goals and objectives of this MOU. Legal entities, including county, state and federal agencies, and tribal communities, may require separate formal agreements to execute projects on their land.

Liability waivers will be available for project landowners and volunteers.

No Partner shall assume any fiscal benefits other than those stated in projects approved by WRISC.

ARTICLE 3 – LEGISLATIVE AND FISCAL AUTHORITY (NON-FUND OBLIGATING DOCUMENT)

This MOU is not intended to establish legal authorities or mandates where they do not currently exist.

This MOU is neither a fiscal nor a funds obligation document. Any endeavor involving reimbursement or contribution of funds among the Partners to this MOU will be handled in accordance with applicable laws, regulations and procedures, including those for Government procurement and printing. Such endeavors will be outlined in separate agreements that shall be made in writing by representatives of the interested Partners and shall be independently authorized by appropriate statutory authority. This MOU does not provide such authority. Specifically, this MOU does not establish authority for noncompetitive award to the cooperator of any contract or other agreement. Any contract or agreement for training or other services must fully comply with all applicable requirements for competition.

ARTICLE 4 – STATEMENT OF AGREEMENT

The signatory Partners mutually agree to the following:

- a. Geographical WRISC service area includes Florence, Forest and Marinette Counties in Wisconsin, and Dickinson and Menominee Counties in Michigan.
- b. Operate under the direction of an elected Board of Directors in accordance with the adopted bylaws. Bylaws are the organizational guidelines adopted by the Board of Directors which may be amended as needed.
- c. Share information among the Partners and provide available assistance and expertise regarding invasive species management on lands and waters within the WRISC service area (e.g. control methods, prevention measures, restoration tools, standardized data collection, etc.).
- d. Provide opportunities to outside interest groups, private landowners, and the public for involvement in invasive species management on lands and waters within the WRISC service area.
- e. The Dickinson Conservation District will serve as the fiscal administrator for any grants, agreements, or financial support received by WRISC under separate agreement. This is subject to change as needed.

Dickinson Conservation District
420 North Hooper Street
Kingsford, MI 49802
906-774-1550x180

- f. This MOU in no way restricts any of the Partners from participating in similar activities with other public or private agencies, organizations, or individuals.
- g. Partners will work toward the objectives of this MOU as schedules and work plans allow, and their staff will remain under the direction and control of their respective agencies.

ARTICLE 5 – TERMS OF AGREEMENT

The MOU will become effective and operational at the Annual Meeting in June when Partners may be added to the Partner List. The MOU will expire in five (5) years. Each Partner shall be given proper notice to review and renew the MOU. Any Partner who desires to continue in the cooperative participation of the MOU, as may be amended, shall execute a new MOU agreement by submitting a new signatory page.

If a signatory Partner does not renew the amended MOU thirty (30) days prior to the annual meeting, they shall be considered expired as of June 1. If the Partner reconsiders and again desires to sign the MOU agreement, as amended, Partners may be added at the next Annual Meeting each year in June.

ARTICLE 6 – MOU AMENDMENTS

Modifications within the scope of this MOU shall be made by the issuance of an amendment approved by 2/3 vote of the Board of Directors prior to any changes being performed.

ARTICLE 7 – NEW PARTNERS TO THE MOU

Interested parties may, and are encouraged to, apply for formal partnership under this MOU at any time. Prior to the annual meeting, all current signatories will receive written notification of prospective new Partners.

New Partners shall officially be added to the MOU at the WRISC Annual Meeting in June.

ARTICLE 8 - TERMINATION OF PARTNERSHIP

Any Partner may withdraw from this agreement at any time before the date of expiration by providing thirty (30) days written notice to all signatories.

A Partner may be removed from this agreement should a two-thirds (2/3) majority of the Board of Directors deem any Partner's actions to be contrary to the mutual goals and interests expressed in this MOU.

ARTICLE 9– REPORTS AND/OR OTHER DELIVERABLES

There are no reports and/or other deliverables associated with this MOU.

ARTICLE 10– PROPERTY UTILIZATION

A Partner may choose to enter into an agreement for utilization of property and/or equipment for WRISC activities; however, signing of this MOU does not assume nor explicitly authorize the utilization of any Partner's property or equipment.

ARTICLE 11– STANDARD CLAUSES

- a. **Nondiscrimination:** The Partners shall comply with all Federal statutes relating to nondiscrimination and all applicable requirements of all other Federal laws, Executive orders, regulations, and policies. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d, 2000e-16), which prohibits discrimination on the basis of race, color, disability, or national origin; (b) Title IX of the Education amendments of 1972, as amended (20 U.S.C. 1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; and Section 504 of the Rehabilitation Act of 1973 as amended (29 USC 794) which prohibits discrimination on the basis of disabilities. The nondiscrimination statement which follows shall be posted in primary and secondary recipient/cooperator offices, at the public service delivery contact point and included, in full, on all materials regarding such recipients'/cooperators' programs that are produced by the recipients/cooperators for public information, public education, or public distribution:

"In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability. (Not all prohibited bases apply to all programs.)"

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, Room 326-W, Whitten Building, 1400 Independence Avenue, SW, Washington, DC 20250-9410 or call (202) 720-5964 (voice and TDD). USDA is an equal opportunity provider and employer."

If the material is too small to permit the full statement to be included, the material will at minimum include the statement, in print size no smaller than the text, ***"This institution is an equal opportunity provider."***

Notwithstanding Article 10(a), nothing in this MOU shall prohibit tribal community Partners from allowing preference **within their organization** to qualified American Indian applicants under 42 U.S.C. 200e2(l).

- b. Freedom of Information Act: Public access to grant or agreement records related to this MOU must not be limited, except when such records must be kept confidential and would have been exempted from disclosure pursuant to Freedom of Information regulations (5 U.S.C. 552).
- c. Debarment and Suspension: The Partner shall immediately inform the Forest Service if they or any of their principals are presently excluded, debarred, or suspended from entering into covered transactions with the Federal Government according to the terms of 2 CFR Part 180. Additionally, should the Partner or any of their principals receive a transmittal letter or other official Federal notice of debarment or suspension, they shall notify the Forest Service without undue delay. This applies whether the exclusion, debarment, or suspension is voluntary or involuntary.
- d. Use of Partner Logos/Insignia: WRISC may not use the Forest Service Insignia on any published media, such as a web page, printed publication, or audiovisual production, without permission from the Forest Service's Office of Communications. To receive permission, a written request must be submitted and approval granted in writing by the Office of Communications prior to the use of the insignia. Other Partners may also restrict the use of their logo/insignia and should notify the board of directors of this restriction in writing.
- e. Promotions and Publications: Partners shall not promote or distribute any material that states or implies an endorsement by WRISC of a product, service or position; or attribute a formal publication to the Coalition without proper authorization as stated in the by-laws.
- f. Indemnification: Each Partner shall be responsible for its own acts and the results thereof, and shall not be responsible for the acts of the other Partner and the results thereof. Each Partner agrees, with respect to the other Partners, it will assume all risk and liability to itself, its agents or employees for any injury to persons or property resulting in any manner from the conduct of its own operations, and the operation of its agents or employees under this contract, for any loss, cost, damage, or expense resulting at any time from any and all causes due to any act or acts, negligence, or by the failure to exercise proper precautions, of or by itself or its own agents or its own employees, while occupying or visiting the premises under and pursuant to this contract. Nothing in this agreement shall be interpreted to authorize or obligate any Partner or any employee of such Partner to operate outside the scope of employment of such employee, and no Partner shall be required to indemnify another Partner.

- g. Obligations: This Memorandum of Understanding is not a legally binding agreement and creates no legally binding obligations for any Partner. However, it does express the intent of the Partners regarding the work they will undertake for this collaboration and their representative roles in the collaboration. Whereas, each party manages its own activities and uses its own resources.
- h. Text Messaging While Driving. In accordance with Executive Order (EO) 13513, "Federal Leadership on Reducing Text Messaging While Driving," any and all text messaging by Federal employees is banned: a) while driving a Government owned vehicle (GOV) or driving a privately owned vehicle (POV) while on official Government business; or b) using any electronic equipment supplied by the Government when driving any vehicle at any time. All cooperators, their employees, volunteers, and contractors are encouraged to adopt and enforce policies that ban text messaging when driving company owned, leased or rented vehicles, POVs or GOVs when driving while on official Government business or when performing any work for or on behalf of the Government.

ARTICLE 12 – KEY OFFICIALS AND SIGNATURES

A separate sheet will be included for each of the Partners designating the key official to this MOU and the signature of the person authorized to enter into this agreement.

The authority and format of this agreement have been reviewed and approved for signature.

/S/ *Tina Smith*

02/18/2021

TINA SMITH
U.S. Forest Service Grants Management Specialist

Date

APPENDIX A

Definition of relevant terms:

- a. "Partners" are officially recognized cooperators of WRISC that are signatories of this Memorandum of Understanding (MOU).
- b. "Members" are any interested parties – agencies, governmental and non-governmental organizations, businesses or individuals - interested in furthering the mission of WRISC in accordance with the MOU, but are not official signatories.
- c. "Board of Directors" is a group annually elected from the Partners which acts to make formal decisions about the operation of WRISC. Board of Directors (BOD) meetings are held bi-monthly.
- d. "Annual Meeting" is the meeting held in June each year. Presentations, workshops, general updates and information are made at this meeting. New Partners are added to the MOU at this time. All Partners and Members are encouraged to attend this annual meeting.
- e. "Invasive species" means a plant, pathogen or animal, typically non-native, that has competitive advantage over native species, which includes but not limited to:
 - 1. the absence of natural diseases, insects, or other organisms that normally regulate the invasive species population in its place of origin;
 - 2. the ability to grow and leaf-out earlier than native plants;
 - 3. the ability to reproduce both rapidly and in great numbers; and/or
 - 4. the ability to thrive in a wide variety of habitats, soils and environmental conditions.
 - 5. As a result of these competitive advantages, invasive species are able to out-compete and ultimately replace native species, and cause economic or environmental harm, or harm to human health.
- f. "Non-native species" means with respect to a particular ecosystem, any plant, pathogen, or animal that has been introduced to that ecosystem.



Signature Service

Service Contract INVOICE

Page 1 of 3

CUSTOMER NO.: 67452381
DATE: 4/11/2021
INVOICE NO.: 100400335777

DICKINSON COUNTY
Due immediately
PLEASE PAY PROMPTLY

9-E
4-26-21

ACCOUNT SUMMARY

BUILDING ADDRESS

DICKINSON CTY COURTHOUSE 701 STEPHENSON AV IRON MOUNTAIN MI 49801

CONTRACT: 36891 | CVM04004

Maintenance Service from 5/1/2021 to 4/30/2022

Special Billing

\$3,701.88

\$-111.12

NET SERVICE CONTRACT AMOUNT

Sales Tax

\$3,590.76

\$0.00

TOTAL SERVICE CONTRACT AMOUNT DUE

\$3,590.76

IMPORTANT MESSAGES

Your invoice has a new look! This transparent communication is just another way you'll receive the Otis Signature Service promise. To receive invoices by email, please contact your accounts receivable representative below. We appreciate that you've chosen us to be your trusted service provider. To pay your invoice electronically, or to set up automatic recurring payments, please visit our new electronic payment portal at <https://otis.payinvoicedirect.com>.

QUESTIONS?

AR Rep's Email:
Karthik.ab@otis.com

AR Rep's Phone#: 1-631-230-3348

OTISLINE®: 1-800-233-6847

WE CERTIFY THAT GOODS WERE PRODUCED IN COMPLIANCE WITH ALL APPLICABLE REQUIREMENTS OF SECTIONS 6, 7 AND 12 OF THE FAIR LABOR STANDARDS ACT, AS AMENDED, AND OF REGULATIONS AND ORDERS OF THE UNITED STATES DEPARTMENT OF LABOR ISSUED UNDER SECTION 14 HEREOF.

PAYMENTS NOT RECEIVED WITHIN 30 DAYS OF THE DATE OF THE INVOICE SHALL INCUR AN INTEREST CHARGE OF THE OVERDUE AMOUNT CALCULATED FROM THE PAYMENT DUE DATE OF THE INVOICE AT THE RATE OF ONE AND ONE HALF PERCENT (1.5%) PER MONTH (18% PER ANNUM) OR THE MAXIMUM RATE ALLOWED BY APPLICABLE LAW, WHICHEVER IS LESS.

DETACH DOCUMENT ALONG PERFORATION. ENCLOSE AND RETURN THIS COUPON WITH YOUR PAYMENT.

OTIS

5500 Village Blvd, Suite 102 West Palm Beach FL 33407

MB 01 006250 65542 B 22 A



DICKINSON COUNTY

P.O. BOX 609

IRON MOUNTAIN MI 49801-0609

CUSTOMER NO.:

67452381

DATE:

4/11/2021

INVOICE NO.:

100400335777

TOTAL SERVICE CONTRACT AMOUNT:

\$ 3,590.76

MAKE CHECK PAYABLE TO:

Otis Elevator Company
PO Box 73579
Chicago IL 60673-3579



100400335777 0000359076 3



CUSTOMER NO.: 67452381
DATE: 4/11/2021
INVOICE NO.: 100400335777

DICKINSON COUNTY

BUILDING AND UNIT INFORMATION

Customer# - Name	PO Number	Gross Price	Fees/ Discount	Net Price	Tax Type	Tax Rate	Tax	Total
Contract Number: 36891 - CVM04004								
Building: DICKINSON CTY COURTHOUSE - 701 STEPHENSON AV IRON MOUNTAIN MI 49801								
Building: DICKINSON COUNTY JAIL - 300 EAST "D" STREET IRON MOUNTAIN MI 49801-3432								
67452381 - DICKINSON COUNTY		3,701.88	-111.12	3,590.76				3,590.76
	Total	3,701.88	-111.12	3,590.76				3,590.76